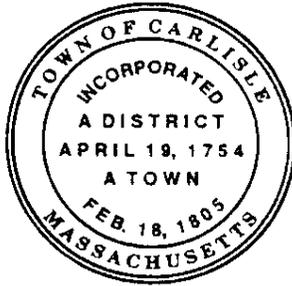


ANNUAL REPORT  
Of the  
SELECTMEN and OTHER OFFICERS  
TOWN OF CARLISLE



FOR THE YEAR ENDING  
DECEMBER 31, 2018

**Middlesex County**

The Town of Carlisle was incorporated as a District on April 19, 1754 and as a Town on February 18, 1805.

**Miles of Road: 55**

**Area: 15.4 square miles**

**Population**

1950	876	2011	5,602
1960	1,488	2012	5,282
1970	2,2871	2013	5,396
1980	3,306	2014	5,195
1990	4,379	2015	5,166
2000	4,923	2016	5,356
2010	5,602	2017	5,424
		2018	5,279

**Registered Voters 2018**

American Term Limits	1
Democrat	1,062
Green Rainbow	6
Libertarian	7
Pizza Party	1
Republican	465
Socialist	1
Twelve Visions	2
Unenrolled	2,366
United Independent	13
We the People	2
<b>TOTAL:</b>	<b>3,926</b>

**Senators in Congress**

Edward J. Markey (D)  
Elizabeth A. Warren (D)

**Representative in Congress:** *3<sup>rd</sup> Congressional District*

Niki Tsongas (D)

**State Senator** *3<sup>rd</sup> Middlesex District*

Michael J. Barrett (D)

**State Representative** *14<sup>th</sup> Middlesex District*

Cory Atkins (D)

**Governor**

Charles D. Baker (R)

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**ADMINISTRATION  
&  
FINANCE**

## APPOINTED OFFICIALS

### ADA Task Force

Timothy D. Goddard [2019]  
 David Flannery [2019]  
 Jon Metivier [2019]  
 Christopher Adamchek [2019]

### Affordable Housing Trust

Luke Ascolillo [2019]  
 Nathan Brown [2019]  
 Kerry Kissinger [2019]  
 Kate Reid [2019]  
 Alan Lewis [2019]  
 Vacant, Housing Auth [2019]  
 Vacant, Citizen at Large [2019]

### Agricultural Commission

David Ely, Chair [2020]  
 Kyle Bonenfant [2019]  
 Peter Mastromarino [2020]  
 Andrew Rodgers [2019]  
 Desiree Ball, Associate [2021]  
 Steven Carlin, Associate [2021]  
 John Lee, Associate [2021]

### Audit Committee

Simon Platt [2021]  
 Debra Belanger [2019]  
 Kevin Perkins [2020]

### Board of Registrars

Mary de Alderete [2021]  
 Cynthia Schweppe, [2019]  
 Ann Gibbs [2021]

### Celebrations Committee

Scott Evans [2019]  
 Douglas A. G. Stevenson [2019]  
 Laura Mullins [2019]  
 Christopher Eisenbies [2019]  
 Vacant [2019]

### Community Preservation Committee

Luke Ascolillo (Selectmen) [2021]  
 Kathy Keller (Historical) [2019]  
 Vacant (Housing Auth) [2021]  
 Samantha Rottenberg (Citizen) [2020]  
 Mark Spears (Rec Com) [2021]  
 Angela Verge (ConsCom) [2019]  
 Peter Yelle (Planning Board) [2020]

### Conservation Commission

Angela Verge, Chair [2019]  
 Melinda Lindquist, Vice-chair [2021]  
 Kenneth Belitz [2020]  
 Steven Smith [2020]  
 Lee Tatistcheff [2021]  
 Daniel L. Wells [2020]  
 Helen Young [2019]

### Conservation Restriction Advisory Committee

J. Thomas Brownrigg [2019]  
 Nancy Cowan [2019]  
 Wayne Davis [2019]  
 Ken Harte [2019]  
 Marc Lamere [2019]  
 Melinda Lindquist [2019]  
 Jonathan Stevens [2019]

### Council on Aging

Abha Singhal, Chair [2019]  
 Ann Quenin Vice-chair [2020]  
 Walter Hickman, Treasurer [2020]  
 Verna Gilbert, Secretary [2021]  
 Maxine Crowther [2019]  
 Reuben Klickstein [2021]  
 Jerome Lerman [2019]  
 Donna MacMullan [2020]  
 Bob Luoma [2021]  
 John Ballantine (associate) [2019]  
 Carole Fiorentino (associate) [2019]  
 Ann James (associate) [2019]  
 Jean Sain (associate) [2019]

Cranberry Bog Alternative Committee

Luke Ascolillo [2019]  
Kenneth Belitz [2019]  
Debra Geltner [2019]  
Warren Lyman [2019]  
Susan Provenzano [2019]  
Vibhu Walia [2019]  
John Ballantine (associate) [2019]  
Steve Hinton (associate) [2019]

Cultural Council

Caren Ponty, Chair [2020]  
Mary-Lynne Bohn [2020]  
Alain Bojarski [2020]  
Jill Henderson [2020]  
Carren Panico [2020]  
Jennifer Sagalyn [2019]  
Abby Zimmerman [2021]

Deer Committee

Lee Tatistcheff [2019]  
Sergeant Scott Barnes [2019]  
Dejan Bojanic, Deer Agent [2019]  
John Keating [2019]  
Kerry Kissinger, Secretary [2019]  
Todd Thorsen, Chair [2019]  
Steve Tobin [2019]

Dog Control Committee

Stacy Lennon, Co-chair [2019]  
Susan Provenzano, Co-chair [2019]  
Luke Ascolillo [2019]  
Todd Brady [2019]  
Drew McMorrow [2019]  
Dan Wells [2019]  
Larry Sorli, Alt., Animal Control [2019]  
Matt Svatek, Alt., Animal Control [2019]  
Lt. Leo Crowe, Police Sgt. [2019]

Energy Task Force

William Risso, Chair [2019]  
Deb Bentley [2019]  
Bob Clarke [2019]  
Dan Cook [2019]  
Basu Sarkar [2019]  
Claude von Roesgen [2019]  
Helen Young [2019]  
Robert Zogg [2019]

Finance Committee

Scott Triola [2020]  
James Darr [2019]  
Victor Liang, Chair [2020]  
Lynne Lipinsky [2021]  
Thomas Smith [2019]  
James Catacchio [2020]  
Melissa McMorrow [2020]

Historical Commission

Annette Lee, co-Chair [2020]  
Eric Adams [2021]  
Geoffrey Freeman [2019]  
Kathleen Keller, co-Chair [2019]  
Ed Rolfe [2020]  
Jack O'Connor (alternate) [2021]  
Vacant (alternate) [2021]

Household Recycling Committee

Rob Peary, Chair [2021]  
Daniel Scholten [2021]  
Robert Wallhagen [2021]  
Launa Zimmaro [2021]  
Gary Davis, DPW

Land Stewardship Committee

J Thomas Brownrigg	[2020]
Lyn Carroll	[2020]
Dwight DeMay	[2020]
Debby Geltner, co-chair	[2020]
Warren Lyman	[2021]
Andrew Wilmot	[2021]

Long-Term Capital Requirements Committee

Josh Kablotsky, Chair	[2021]
Jerome Lerman (Treas)	[2020]
Kerry Colburn-Dion (TA)	[2019]
Jim Darr	[2020]
Kate Reid (BOS)	[2020]
Scott Triola (FinCom)	[2019]
Priscilla Dumka (FinCom)	[2021]

MAPC

Madeline Blake	[2021]
Kate Reid	[2021]

Municipal Facilities Committee

John Lavery	[2021]
Jerome Lerman	[2020]
Steve Hinton	[2019]
Josh Kablotsky, School Rep	[2019]
Kate Reid, Alternate	[2019]
Vacant,	[2021]
Vacant	[2021]

Pathways Committee II

Deb Belanger, Vice-chair	[2019]
Melynda Gambino, Chair	[2019]
Nancy Jaysane	[2019]
Sandy Nash	[2019]
Peter Gambino, Plan Bd	[2019]

Personnel Board

Vanessa Brown, Chair	[2019]
Kacy Hurley	[2021]
Snehal Patel	[2019]
Ben Perry	[2021]
Vacant	[2019]

Recreation Commission

Andrew McMorrow, Chair	[2019]
Peter Best	[2021]
Amy Smack	[2020]
Mark F. Spears	[2021]
Courtney Miles Bittelari	[2021]

River Stewardship Council

Vacant	[2019]
--------	--------

Scholarship Advisory Committee

Diane Powers, Chair	[2019]
Michael Fitzgerald	[2019]

Senior Tax Advisory Committee

Kerry Colburn-Dion	[2019]
Melissa Stamp	[2019]
Angela Smith	[2019]
Barbara Culkins	[2019]
David Klein	[2019]
Walter Hickman	[2019]

Traffic Safety Advisory Committee

Timothy D. Goddard	[2019]
Gary Davis	[2019]
Chief John Fisher	[2019]
Chief David Flannery	[2019]
Deb Belanger (Pathways)	[2019]

Trails Committee

Stephen Tobin, Chair	[2019]
Alan Ankers, Secretary	[2019]
Henry Cox	[2021]
Louise Hara, Clerk	[2020]
Robert “Roy” Herold	[2020]
Marc Lamere, Treasurer	[2021]
Warren Spence	[2021]
Jonathan DeKock, Associate	[2021]

Veterans Committee

Jules Aronovitz	[2019]
Greg Fairbank	[2019]
Christopher Eisenbies	[2019]

Youth Commission

Alexandra Walsh, Chair	[2021]
Lauree Eckler	[2020]
Dawn Hatch	[2020]
Michelle Small	[2021]
Maura Topol	[2020]
Vacant	[2021]

Zoning Board of Appeals

Travis Snell, Chair	[2020]
Emmanuel Crespo, Clerk	[2020]
Steven Hinton	[2021]
Eric Adams (assoc.)	[2020]
Gretchen Anderegg (assoc.)	[2021]
Lisa Davis Lewis (assoc.)	[2021]
Vacant (assoc.)	[2021]

## TOWN CLERK



*Town Clerk Charlene Hinton and Moderator Wayne Davis celebrate at her Retirement Party  
(photo, Jenn Gibbons)*

It is my honor to prepare this Town Report, and to have officially taken up my position as the Carlisle Town Clerk.

I must first offer my deepest gratitude and congratulations to the prior Town Clerk, Charlene Hinton, for her service to the Town, and recent retirement from the Office. She served with honor from October of 2003 until June of 2018 and has been an integral part of Town Hall during that time. Overseeing elections and dog licensing with equal passion, she has been a model of integrity and generosity, and we have been so fortunate to have had her in the role of Clerk. She continues to serve the Town as a Senior Tax Worker, and I'm thrilled to be able to have the opportunity to work with her in this capacity.

Throughout the year, I was fortunate to have the very able assistance of Cynthia Schweppe and Anne Gibbs on the Board of Registrars, and am appreciative of their support and patience during the year. Their ability to multitask and organize is unparalleled, and they have been invaluable in

helping to maintain the office during a very busy election cycle with absentee ballots, nomination papers, petition paperwork, and election logistics.

The year 2018 was a very busy time for Elections in the Clerk's Office. We oversaw one Town Election, two State Elections, and a Recount Election for the Office of Representative in Congress in the 3<sup>rd</sup> Congressional District. Cindy Nock oversaw the scheduling for volunteer workers for all elections and early voting sessions and made sure that we had not only adequate coverage, but bounteous refreshment. She, along with Kate Reid and Kathy Devivo-Ash, act with the utmost professionalism and competency, and I'm very grateful for their continued willingness to volunteer.

Finally, I must offer my thanks to Peggy Wang, Assistant to the Clerk, for her unfailing assistance and support. With her background drawn from the Zoning Board of Appeals, she has been an asset to not only the Office, but the Town, as well.

Our goal in the Town Clerk's office is to provide the best customer service possible to all our residents. We are often the first point of contact for townspeople, and we always strive to provide the most current and up-to-date information with courtesy and respect. The Town Clerk's Office is responsible for maintaining access to all meeting notices and agendas for boards and commissions.

Through the dedication and expertise of David Freedman, the Town contracted with CivicPlus to host a new website. The new site has been a great success and allows our Office the ability to immediately reserve meeting rooms, post agendas and minutes, and other pertinent information, as well. All meeting notices and agendas are posted in compliance with the State Open Meeting Law and can be found on the town's website at [www.carlislema.gov](http://www.carlislema.gov).

The Board of Selectmen has voted to accept the website as the primary posting location, which allows the process to be handled via email, freeing up time for each of the Board/Committee members and reducing paperwork, which is not only efficient, but a "green" solution. Using the new website functionality, we were able to partner with UniPay, an online payment service, which allows our residents access to a payment portal for vital records, raffle permits and dog licensing.

Early in August, a training was held as a refresher for Election Workers to reacquaint them with the requirements during a Primary Election. Before the State Election in November, Early Voting sessions were held beginning on October 22<sup>nd</sup> and completed on Friday, November 2<sup>nd</sup>. Over 1,100 voters took advantage of the chance to vote early.

While most Early Voting sessions were held at Town Hall, we were fortunate to have the opportunity to work with the Martha Feeney-Patten, Library Director, to hold a Saturday session at the Gleason Public Library. The Library staff was helpful and accommodating and voters enjoyed the opportunity to be able to vote on a weekend. The Town also benefitted by holding this weekend voting session by receiving a grant in the amount of \$400.00.

During the sessions, election workers were able to check voters in using a “Poll Pad”, which was provided to the Town, as a lease, at no charge. Using this new device helped to ensure that lines were minimal during the entire Early Voting process. I look forward to using this technology in future Elections and Town Meetings.

In November and December, the Office prepared for our Annual Census Mailing, sent updates for Ethics Summaries and Training, as well as end of year Campaign Finance filings, and readied the 2019 dog licenses. I’m grateful for the help of Bert Williams, Deanna Stillings, and Kathy Devivo-Ash, who all worked as Senior Workers in the Office during this time.

Throughout the year, and in every instance that I have had the privilege to work with them, our team of volunteers and senior workers has displayed a spirit of enthusiastic service to the Town that makes Carlisle a very special place to live.

Respectfully submitted,

Mary de Alderete, CMC  
Town Clerk

# TOWN RECORDS

## 2018

January 2, 2018 Hannah Yelle was sworn in as a member of the CCHS Campus Advisory Committee, term to expire on June 30, 2019.

May 8, 2018 Christine Lear was sworn in as a member of the PEG Access Advisory Committee, term to expire on June 30, 2019.

May 9, 2018 Melynda Nagy Gambino was sworn in as a member of the School Committee, term to expire on June 30, 2021.

May 11, 2018 Christine Stevens was sworn in as a member of the Gleason Public Library Trustees, term to expire on June 30, 2021.

May 14, 2018 Kenneth Mostello was sworn in as a member of the Board of Assessors, term to expire June 30, 2021.

May 15, 2018 Morgen Bearse was sworn in as a member of the Housing Authority, term to expire on June 30, 2021.

May 15, 2018 Alan Lewis was sworn in as a member of the Board of Selectmen, term to expire on May 10, 2021.

May 15, 2018 Alan Lewis was sworn in as a member of the Affordable Housing Trust, term to expire on May 10, 2021.

May 21, 2018 Wayne Davis was sworn in as Moderator, term to expire on May 7, 2019.

May 22, 2018 Mary de Alderete was sworn in as Town Clerk, term to expire on May 11, 2021.

May 22, 2018 Donna Margolies was sworn in as a member of the Board of Health, term to expire on June 30, 2021.

May 22, 2018 Todd Thorsen. was sworn in as a member of the Board of Health, term to expire on June 30, 2018.

May 22, 2018 Alan Lewis was sworn in as a member of the Affordable Housing Trust, term to expire June 30, 2021.

June 25, 2018 Walter Hickman was sworn in as a member of the Senior Tax Advisory Committee, term to expire June 30, 2019.

June 26, 2018 Barbara Culkins was sworn in as a member of the Senior Tax Advisory Committee, term to expire June 30, 2019.

June 26, 2018 Angela Smith was sworn in as a member of the Senior Tax Advisory Committee, term to expire June 30, 2019.

June 26, 2018 David Klein was sworn in as a member of the Senior Tax Advisory Committee, term to expire June 30, 2019.

June 26, 2018 Melissa Stamp was sworn in as a member of the Senior Tax Advisory Committee, term to expire June 30, 2019.

June 26, 2018 Kerry Colburn-Dion was sworn in as a member of the Senior Tax Advisory Committee, term to expire June 30, 2019.

July 2, 2018 Carole Fiorentino was sworn in as a member of the Council on Aging, term to expire on July 2, 2019.

July 2, 2018 Verna Gilbert was sworn in as a member of the Council on Aging, term to expire on July 2, 2019.

July 13, 2018 Melinda Lindquist was sworn in as a member of the Conservation Commission, term to expire on June 30, 2021

July 13, 2018 Melinda Lindquist was sworn in as a member of the Conservation Restriction Advisory Board, term to expire on June 30, 2019.

July 16, 2018 Helen Young was sworn in as a member of the Conservation Commission, term to expire on June 30, 2019.

July 16, 2018 Helen Young was sworn in as a member of the Energy Task Force, term to expire on June 30, 2019.

July 17, 2018 William S. Risso was sworn in as a member of the Energy Task Force, term to expire on June 30, 2019.

July 18, 2018	Robert A. Zogg was sworn in as a member of the Energy Task Force, term to expire on June 30, 2019.
July 18, 2018	Rueben Klickstein was sworn in as a member of the Council on Aging, term to expire on June 30, 2021.
July 18, 2018	Joseph Topol was sworn in as a Constable, term to expire on June 30, 2019.
July 23, 2018	Ann James was sworn in as a member of the Council on Aging, term to expire on June 30, 2019.
July 30, 2018	J. Thomas Brownrigg was sworn in as a member of the Conservation Restriction Advisory Committee, term to expire on June 30, 2019.
August 1, 2018	Basu Sakar was sworn in as a member of the Energy Task Force, term to expire on June 30, 2019.
August 2, 2018	Joshua Kablotsky was sworn in as a member of the Municipal Task Force, term to expire on June 30, 2019.
August 2, 2018	Robert Clarke was sworn in as a member of the Energy Task Force, term to expire on June 30, 2019.
August 3, 2018	Nathan Brown was sworn in as a member of the Affordable Housing Trust, term to expire on June 30, 2019.
August 3, 2018	Nathan Brown was sworn in as a member of the Fire Chief Search Committee.
August 3, 2018	Timothy Goddard was sworn in as a member of the Fire Chief Search Committee.
August 3, 2018	John Fisher was sworn in as a member of the Fire Chief Search Committee.
August 3, 2018	Burt Rubenstein was sworn in as a member of the Fire Chief Search Committee.
August 15, 2018	Marc Wey was sworn in as a member of the Fire Chief Search Committee.
August 15, 2018	Anne Gibbs was sworn in as a member of the Board of Registrars, term to expire June 30, 2021.
August 16, 2018	James Catachio was sworn in as a member of the Finance Committee, term to expire June 30, 2021.
August 30, 2018	Robert Luoma was sworn in as a member of the Council on Aging, term to expire June 30, 2021.
September 10, 2018	Mark Levitan resigned as a member of the Housing Authority, effective immediately.
September 10, 2018	Carolyn Ing resigned as a member of the Housing Authority, effective immediately.
September 10, 2018	Morgen Bearse resigned as a member of the Housing Authority, effective immediately.
September 10, 2018	Steve Pearlman resigned as a member of the Housing Authority, effective immediately.
September 10, 2018	John Lavery was sworn in as a member of the Municipal Facilities Committee, term to expire on June 30, 2021.
September 13, 2018	Steve Hinton was sworn in as a member of the Municipal Facilities Committee, term to expire on June 30, 2021.
September 13, 2018	Kate Reid was sworn in as a member of the Municipal Facilities Committee, term to expire on June 30, 2021.
September 21, 2018	Abigail Zimmerman was sworn in as a member of the Cultural Council, term to expire on June 30, 2021.
September 10, 2018	Melissa McMorrow was sworn in as a member of the Finance Committee, term to expire on June 30, 2020.
September 27, 2018	Daniel Wells was sworn in as a member of the Cranberry Bog Working Group.
September 27, 2018	Helen Young was sworn in as a member of the Cranberry Bog Working Group.

October 1, 2018	Ken Belitz was sworn in as a member of the Cranberry Bog Working Group.
October 1, 2018	Steven Smith was sworn in as a member of the Cranberry Bog Working Group.
October 1, 2018	Melinda Lindquist was sworn in as a member of the Cranberry Bog Working Group.
October 1, 2018	Luke Ascolillo was sworn in as a member of the Cranberry Bog Working Group.
October 1, 2018	Warren Lyman was sworn in as a member of the Cranberry Bog Working Group.
October 1, 2018	Susan Provenzano was sworn in as a member of the Cranberry Bog Working Group.
October 3, 2018	Marc Lamere was sworn in as a member of the Trails Committee, term to expire June 30, 2021.
October 3, 2018	Marc Lamere was sworn in as a member of the Conservation Restriction Advisory Committee, term to expire June 30, 2019.
October 5, 2018	Robert Peary was sworn in as a member of Household Recycling Committee, term to expire June 30, 2021.
October 16, 2018	John Ballantine was sworn in as an associate member of the Council on Aging, term to expire June 30, 2021.
October 16, 2018	Mark Spears was sworn in as a member of the Recreation Committee, term to expire June 30, 2021.
October 16, 2018	Mark Spears was sworn in as a member of the Community Preservation Committee, term to expire June 30, 2021.
November 1, 2018	Priscilla Dumka was sworn in as a member of Long Term Capital Requirements Committee, term to expire June 30, 2021.
November 28, 2018	Teresa Pauler Kvietkauskas was sworn in as a member of the Board of Assessors, to fill the unexpired term of Jim Marchant, term to expire June 30, 2019.
December 4, 2018	Jonathan DeKock was sworn in as an associate member of the Trails Committee, term to expire June 30, 2021.
December 6, 2018	Vanessa Brown was sworn in as a member of the Personnel Committee, term to expire June 30, 2019.
December 6, 2018	Snehal Patel was sworn in as a member of the Personnel Committee, term to expire June 30, 2019.
December 6, 2018	Ben Perry was sworn in as a member of the Personnel Committee, term to expire June 30, 2021.
December 12, 2018	Maureen Cosgrove-Deery was sworn in as a member of the Affordable Housing Trust Subcommittee.
December 18, 2018	Nathan Brown was sworn in as a member of the Affordable Housing Trust Subcommittee.
December 26, 2018	Kerry Kissinger was sworn in as a member of the Affordable Housing Trust Subcommittee.
December 26, 2018	Kerry Kissinger was sworn in as a member of the Master Plan Steering Committee.
December 26, 2018	Kerry Kissinger was sworn in as a member of the Deer Committee.
December 31, 2018	Burt Rubenstein was sworn in as Interim Fire Chief.

<b>Vital Records</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
<b>Births</b>	38	30	31	31	18	28	24
<b>Marriages</b>	8	15	9	12	14	9	10
<b>Deaths</b>	18	26	28	27	14	20	20
<b>Registered Voters</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
<b>Democrat</b>	1,062	1,045	1,031	961	977	994	999
<b>Republican</b>	465	505	507	498	521	565	582
<b>Libertarian</b>	7	6	3	6	7	7	8
<b>Green-Rainbow</b>	6	6	6	5	6	8	7
<b>All Other Political Designations (including United Independent)</b>	20	6	22	11	26	0	0
<b>Unenrolled (no party designation)</b>	2,366	2,358	2,357	2,157	2,236	2,332	2,342
<b>Total Registered Voters</b>	<b>3,926</b>	<b>3,926</b>	<b>3,926</b>	<b>3,638</b>	<b>3,773</b>	<b>3,906</b>	<b>3,938</b>

<b>Dog Licenses Issued</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
<b>Individual Tags</b>	618	597	637	659	687	677	596
<b>Kennels</b>	3	7	6	5	7	10	10

	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
<b>Business Certificates Issued</b>	24	25	17	34	34	24	35

	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
<b>Population by Year</b>	5,279	5,424	5,356	5,166	5,195	5,396	5,282

**INTERMENTS IN GREEN CEMETERY  
(\*Indicates Veteran)**

<u>Name of Interment</u>	<u>Age</u>	<u>Date of Death</u>	<u>Date of Interment</u>
Mary Louise Sanderson	90	December 30, 2017	January 5, 2018
Margaret Penelope Grady		December 30, 2017	January 6, 2018
Judy Larson	83	February 1, 2018	February 7, 2018
*Willis Pearson	90	March 24, 2018	March 29, 2018
Eleanor Young	93	November 28, 2017	April 22, 2018
Natalie Ives	79	April 27, 2018	May 2, 2018
Marian King Barbour	88	March 11, 2018	May 19, 2018
Norman Lourie	90	May 19, 2018	May 23, 2018
*Haig Henry Hedison	93	May 15, 2018	May 23, 2018
Judith Elaine Richardson	75	March 21, 2018	June 16, 2018
Alessandra Maria Falcone	29	June 16, 2018	June 21, 2018
Madeline E. Ohs	90	June 27, 2018	July 1, 2018
*Richard Frederic Meyer	71	July 15, 2018	July 28, 2018
*Irwin Paul Garfinkle	91	November 30, 2016	August 11, 2018
Robin Nancy Bilodeau		July 10, 2018	July 13, 2017
Angelo D. Velardocchia	90	August 17, 2018	August 22, 2018
June Athalie Puffer		August 28, 2018	September 1, 2018
John E. Murphy	75	September 7, 2018	September 14, 2018
Ruth Almera Van Hoek	95	January 9, 2018	September 20, 2018
Muriel J. Burr	87	August 29, 2018	September 21, 2018
Carl C. Roth	60	June 26, 2018	September 21, 2018
Nicholas Rosso O'Laughlin	29	September 14, 2018	September 22, 2018

**INTERMENTS IN GREEN CEMETERY, CONTINUED  
(\*Indicates Veteran)**

<u>Name of Interment</u>	<u>Age</u>	<u>Date of Death</u>	<u>Date of Interment</u>
Elizabeth L. Egizi	88	October 23, 2018	November 1, 2018
*Richard Neil Brown	88	November 3, 2018	November 10, 2018
Lawrence Scott Fitzpatrick	68	August 4, 2018	November 10, 2018
Charlotte Brooks Read	97	May 13, 2018	November 24, 2018
Weo Kang Wu	63	November 18, 2018	November 26, 2018
Mary C. Sleeper	89	November 25, 2018	December 1, 2018
*Bobby Leon Buchanan	87	December 8, 2018	December 11, 2018

**WARRANT  
ANNUAL TOWN MEETING – APRIL 30, 2018  
THE COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To any of the Constables of the Town of Carlisle in the County of Middlesex:  
GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Monday, April 30<sup>th</sup> next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following Articles:

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**CONSENT AGENDA**

In an effort to streamline Town Meeting and therefore to make it more inviting to voters, the Board of Selectmen has decided to continue with the concept of the Consent Agenda. This agenda speeds the passage of Articles that the Selectmen anticipate, in consultation with the Moderator and Finance Committee, are likely to generate no controversy and can be properly voted on without debate. The purpose of the Consent Agenda is to allow these Articles to be acted upon pursuant to a single motion, and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 1.

**Should the Town approve the use of a CONSENT AGENDA, the Selectmen have voted to recommend that the following Articles be acted upon under the Consent Agenda: Articles 2, 3, 4, 5, 6, 7 and 8.** The Articles to be taken up under the Consent Agenda are indicated by a double asterisk (\*\*).

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, please say the word "Hold" in a loud voice when the number is called. The Article will then be removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual Articles in the Consent Agenda, the Moderator will entertain a SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

Please carefully review the list of proposed Articles, which appears in the printed Warrant Book that is mailed to each home. If you have any questions about the Consent Agenda or procedure, please contact the Town Administrator at 978-371-6688 before Town Meeting.

**ARTICLE 1 – Consent Agenda:** To see if the Town will vote to adopt certain procedures to govern the conduct of the 2018 Annual Town Meeting, or to take any other action related thereto. (BOARD OF SELECTMEN)

*Summary: The Selectmen have voted unanimously to support Article 1, the Consent Agenda procedure, inclusive of the main motions under Articles 2 through 8. The Consent Agenda is a procedure that bundles routine Articles under one motion for a single vote in order to save time for debate for other Articles.*

*Finance Committee: Recommends approval of the Consent Agenda procedure, inclusive of the main motions under Articles 2 through 8.*

**ARTICLE 2 - Town Reports\*\*:** To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto. (BOARD OF SELECTMEN)

*Summary: M.G.L. c. 40, §49 requires that the Board of Selectmen publish an Annual Town Report containing reports and information from all Town Departments. Town Meeting is asked to accept the annual report as a routine matter.*

**ARTICLE 3 - Salaries of Elected Officials \*\*:** To see if the Town will vote to fix the salaries of the elected officers of the Town, as provided by M.G.L. c. 41, §108, as amended, for the Fiscal Year 2019, beginning July 1, 2018, or to take any other action related thereto.

	<u>Voted FY'17</u>	<u>Voted FY'18</u>	<u>Recommended FY'19</u>
Moderator	\$50	\$50	\$50
Town Clerk	\$60,734	\$61,949	\$63,188
Assessors - Chairman	\$100	\$100	\$100
Second Member	\$100	\$100	\$100
Third Member	\$100	\$100	\$100

(BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: M.G.L. c. 41, §108 requires that the salaries of all elected officials be set by Town Meeting. The Moderator and the members of the Board of Assessors receive a stipend; the Town Clerk is the only elected official that is paid a salary.*

**ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits\*\*:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Board of Selectmen for professional services in connection with GASB 45 actuarial valuation of post-

employment benefits for the Town, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: This Article plans for and budgets a percentage of the cost of the actuarial valuation that the Treasurer must do every two years. Historically, we have appropriated \$3,000-4,000 annually. The Finance Committee recommends an appropriation of \$3,000 for FY2019.*

**ARTICLE 5 – Revaluation \*\*:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Board of Assessors for professional services and other related expenses in connection with revaluation of real estate and personal property in the Town, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: The Selectmen/Finance Committee annually recommend raising and appropriating \$5,000 to be spent by the Board of Assessors for professional services connected with the revaluation. The Assessors must revalue the real estate and personal property located in the Town every five years. This Article plans for and budgets a percentage of the cost of the revaluation, in each of the years leading up to the revaluation.*

**ARTICLE 6 – Real Estate Tax Exemption \*\*:** To see if the Town will vote to authorize the Board of Assessors, pursuant to M.G.L. c. 59, §5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred percent (100 %) of the amount permitted by this statute, or to take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

*Summary: Town Meeting is asked to annually reauthorize the Board of Assessors to grant the maximum real estate tax exemption allowable under statute to qualified applicants, e.g., seniors, veterans and the disabled.*

**ARTICLE 7 - FY 2019 Chapter 90 Authorization\*\*:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be used for reconstruction and improvements of public ways, as provided for under the provisions of M.G.L. c. 90, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: The Commonwealth of Massachusetts funds roadway repairs pursuant to M.G.L. c. 90. The DPW will expend FY19 Chapter 90 funds for roadway improvements on a portion of North Road, Patch Meadow Lane, and Pine Brook Road.*

**ARTICLE 8- Department Revolving Funds Authorization\*\*:** To see if the Town will vote to amend Article XVI, of the Town Bylaw, Revolving Funds, in order to reauthorize certain revolving funds in accordance with M.G.L. c. 44, §53E1/2, as amended by Section 86 of Chapter 218 of the Acts of 2016, and to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2019, or to take any other action in relation thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: M.G.L. c. 44, §53 E1/2 requires annual reauthorization of departmental revolving funds which are self-supporting and pay for departmental expenses from user fees and charges.*

**ARTICLE 9 – Fiscal Year 2018 Budget Transfers:** To see if the Town will vote to transfer sums of money into various line items of the Fiscal Year 2018 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Transfer from:

01913 Unemployment Insurance	\$30,000
01129 Town Administrator Expense	6,531
01129 Town Administrator Housing Coord.	20,000
01950 Police Encumbrance	303
01950 Library Building Encumbrance	250
01950 Unemployment Encumbrance	1,980
Free Cash	<u>184,978</u>
Total	\$244,042

Transfer to:

01423 Snow and Ice	\$73,000
01919 Blanket Insurance	15,000
01920 Reserve Fund	98,550
01210 Police Salaries	25,000
01299 Communications Salaries	25,137
01207 Vocational School Transportation	<u>7,355</u>
Total	\$244,042

*Summary: This Article would permit the Town to transfer funds from line items running a surplus this fiscal year to other line items currently running a deficit in order to balance the operating budget at Fiscal 2018 year end.*

**Finance Committee:** *Recommends approval*

**ARTICLE 10 – Rescind Authorized but Unissued Debt:** To see if the Town will vote to rescind the following unissued debt authorizations, or to take any other action in relation thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: Passage of this Article would allow the Town to do some fiscal “housecleaning” by rescinding excess or unused debt authorizations for projects that are now completed or have been cancelled.*

*Finance Committee: Recommendation deferred until Town Meeting.*

**ARTICLE 11 – FY19 Operating Budget:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund the various departments, boards, commissions, and operating expenses of the Town for the Fiscal Year 2019, beginning July 1, 2018, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

**Article 11**

	<b>FY 2018 Budget</b>	<b>FY 2019 FinCom Recommended Budget</b>
General Government	1,317,118	1,421,239
Protection of Persons & Property	2,612,045	2,747,506
Board of Health	108,537	108,030
Public Works	1,180,414	1,195,757
Public Assistance	227,879	234,250
Education	18,805,118	18,727,541
Library	619,898	626,269
Recreation	177,172	189,023
Insurance & Benefits	1,690,000	1,877,000
Unclassified	152,000	152,000
County Retirement	877,464	932,452
Long Term Debt	1,479,024	1,645,816
<b>Total</b>	<b>29,246,669</b>	<b>29,856,883</b>

**General Government**

	<b>FY 2018 Budget</b>	<b>FY 2019 FinCom Recommended Budget</b>
<b>General Government</b>		
General Expense & Town Hall	795,338	819,515
Citizen Recognition	275	275
Treasurer/Collector	177,993	237,805
Town Clerk	79,967	81,511
Registrars & Elections	19,479	19,784
Assessors	142,549	146,749
Planning Board	101,517	112,100

Energy Task Force	0	3,500
<b>sub-total</b>	<b>1,317,118</b>	<b>1,421,239</b>

**Protection of Persons and Property**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Protection of Persons &amp; Property</b>		
Police	1,559,997	1,607,315
Fire	517,460	547,152
Communications	351,986	399,983
Conservation	120,933	133,168
Dog & Animal Control	15,274	15,274
Inspectional Services	36,395	37,114
Street-Lighting	10,000	7,500
<b>Sub-total</b>	<b>2,612,045</b>	<b>2,747,506</b>

**Board of Health**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Board of Health</b>	<b>108,537</b>	<b>108,030</b>

**Public Works**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Public Works</b>		
DPW (incl. trees)	761,529	776,872
Snow & Ice	65,785	65,785
Transfer Station	264,684	264,684
Road Maintenance	88,416	88,416
<b>sub-total</b>	<b>1,180,414</b>	<b>1,195,757</b>

**Public Assistance**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Public Assistance</b>		
Youth Commission	3,709	3,783
Council on Aging	212,570	218,867
Veteran's Agent and Benefits	11,600	11,600
<b>sub-total</b>	<b>227,879</b>	<b>234,250</b>

**Education**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Education</b>		
Carlisle Public Schools	10,946,247	11,209,266
CCRSB	6,463,043	6,273,161
CCRSB debt service	1,320,380	1,140,546
Vocational schools, including debt service	75,448	104,568
<b>sub-total</b>	<b>18,805,118</b>	<b>18,727,541</b>

**Library**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Library</b>	<b>619,898</b>	<b>626,269</b>

**Recreation**

	<b>FY 2019</b>	
	<b>FY 2018</b>	<b>FinCom Recommended</b>

	<u>Budget</u>	<u>Budget</u>
Recreation	<u>177,172</u>	<u>189,023</u>

Insurance & Benefits

	<u>FY 2018</u>	<u>FY 2019</u>
	<u>Budget</u>	<u>FinCom Recommended</u>
	<u>Budget</u>	<u>Budget</u>
<b>Insurance &amp; Benefits</b>		
Blanket Insurance	220,000	220,000
Group Insurance	1,120,000	1,232,000
Contribution to OPEB Trust	300,000	375,000
Unemployment Insurance	50,000	50,000
<b>sub-total</b>	<u>1,690,000</u>	<u>1,877,000</u>

Unclassified

	<u>FY 2018</u>	<u>FY 2019</u>
	<u>Budget</u>	<u>FinCom Recommended</u>
	<u>Budget</u>	<u>Budget</u>
<b>Unclassified</b>		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	150,000	150,000
<b>sub-total</b>	<u>152,000</u>	<u>152,000</u>

County Retirement

	<u>FY 2018</u>	<u>FY 2019</u>
	<u>Budget</u>	<u>FinCom Recommended</u>
	<u>Budget</u>	<u>Budget</u>
<b>County Retirement</b>	<u>877,464</u>	<u>932,452</u>

Long Term Debt Service

	<b>FY 2018</b>	<b>FY 2019</b>
	<b>Budget</b>	<b>FinCom Recommended</b>
	<b>Budget</b>	<b>Budget</b>
<b>Long Term Debt</b>	<b>1,479,024</b>	<b>1,645,816</b>

*Finance Committee: Recommends approval*

**ARTICLE 12 – CAPITAL EQUIPMENT:** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum of money to be used for capital equipment, or take any other action related thereto. (LONG TERM CAPITAL REQUIREMENTS)

**Long Term Capital Requirements  
FY'19**

Department	Project/Program	Amount	Appropriation Expires
Town Hall	Technology Upgrades	\$8,000	June 30, 2021
Carlisle Public School	Technology Replacement	\$80,000	June 30, 2021
Carlisle Public School	Annual Maintenance	\$25,000	June 30, 2021
Carlisle Public School	Safety/security improvements– Phase 2	\$21,000	June 30, 2021
Carlisle Public School	Wilkins Bldg bathroom floor tile	\$30,000	June 30, 2021
Gleason Library	Technology	\$4,000	June 30, 2021
Gleason Library	Repairs/Services	\$5,000	June 30, 2021
Police	Computer Replacement	\$8,000	June 30, 2021
Police	Cruiser	\$79,300	June 30, 2021
Police	Automated External Defibrillators (6)	\$13,800	June 30, 2021
DPW	New Generator	\$36,000	June 30, 2021
DPW	Solid Waste Compactor (2)	\$19,155	June 30, 2021
Fire	Station Maintenance	\$5,000	June 30, 2021
Fire	Computer Replacement	\$2,500	June 30, 2021
Fire	Car 2 Replacement (4WD SUV)	\$48,000	June 30, 2021
Fire	Ambulance Replacement	\$300,000	June 30, 2021
	<b>TOTAL</b>	<b>\$684,755</b>	

*Summary: This Article provides for capital equipment/projects for the Town's Departments that are part of the Town's Capital Plan.*

**Finance Committee:** Recommends approval

**ARTICLE 13 - MUNICIPAL FACILITIES:** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$387,111.00 for facilities maintenance and improvement projects to the: Town Hall, Public School facilities, Fire Station, Police Station, Gleason Public Library and Department of Public Works facilities, all such projects to be completed by June 30, 2021, said projects may include, but shall not be limited to the following: (BOARD OF SELECTMEN/MUNICIPAL FACILITIES COMMITTEE)

Project	Estimated	Site	Note
Repair or Replace - exterior wall/clapboard, insulation, eave, soffit, fascia, gas main lean-to, weather and draft proofing	19,277	TH	1, 2
Heat Cables to defer Ice Dams	10,000	TH	2
Reconfigure - roof drainage discharge	4,000	FS	1
Repair - basement wall spalling, block	1,500	FS	1
Repair - overhead door trim, seals	5,250	FS	1
Paint, Caulk, Repair - exterior doors, trim, block, retaining wall	5,098	FS	1
Replace - Carpet	4,447	FS	1
Expand or Upgrade - fire alarm system	2,500	FS	2
Remove or Address - underground fuel tanks	10,000	FS	1, 2, 4
Trailer for Growth/Accessibility	120,000	FS	1, 2, 4
Repair - cracking and corrosion in foundation wall	1,500	PS	1
Reconfigure - roof drainage	6,724	PS	1
Paint, Caulk, Repair, Replace - exterior doors, trim, windows, clapboard, screens	9,636	PS	1
Repair - air conditioning	1,000	PS	1
Replace - fan coil unit AC to handle E911	7,500	PS	4
Reconfigure - accessible parking and route to entry	2,500	PS	1
Design - reconfigured sally port, garage, booking area	27,833	PS	2, 3
Design - reconfigured public entry and secure perimeter	54,428	PS	2, 3
Replace - windows, caulking	2,861	DPW	1
Replace - garage bay ventilation	5,685	DPW	1
Replace - vehicle service bay exhaust system	24,879	DPW	1
New storage containers	10,000	DPW	2, 4
Contingency for all Projects (15%)	50,493	All	2
<b>Total</b>	<b>\$387,111</b>		

Notes/Sources
1 - TBA Architects, Inc. Existing Conditions Report and Program Analysis, March 3, 2017
2 - Municipal Facilities Committee, Discussion, Meetings, and Minutes, through March 30, 2018
3 - TBA Architects, Inc. - Design Estimate - October 24, 2017
4 - Industry Estimate

*Summary: This Article will be presented by the Municipal Facilities Committee which was formed this past year to investigate the Town’s needs in terms of maintenance and repairs to the Town’s major facilities. This Article seeks \$387,111 in funding for several projects, many of which have been long-deferred and are much needed.*

*Finance Committee: Recommendation deferred until Town Meeting.*

**ARTICLE 14 – Animal Control Bylaw – To see if the Town will vote to amend the General Bylaws by inserting a new Section 14.6, Animal Control Bylaw as follows:**

TOWN OF CARLISLE

- Section 14.6      Animal Control Bylaw
- 14.6.0            Purpose**  
Pursuant to the authority set forth in Chapter 140, Sections 136A through 174E of the General Laws and any other relevant statutes and regulations issues pursuant thereto, the following requirements are adopted for the regulation of dogs within the Town of Carlisle.
- 14.6.1            Definition of Terms**  
The definitions of words and terms set forth in Chapter 140, Section 136A of the General Laws are incorporated into this Section 14.6, Animal Control Bylaw, and shall be applicable to the interpretation thereof. In addition, unless context clearly indicates otherwise, the following words and terms, as used in this bylaw, shall have the following meanings:
- 14.6.1.1          DOGS: All animals of the canine species, both males and females, and of any age.
- 14.6.1.2          DOG UNDER CONTROL: A dog that is (1) physically controlled by a person by means of a leash, cord or chain held by the person, or (2) a dog that is contained within a physical or electric fence; or (3) a dog that is at all times within sight of their person, is actively monitored by that person, and that at all times immediately responds to a recall command by their person.
- 14.6.1.3          RUNNING AT LARGE: A dog is running at large if it is not on the private property of its owner or keeper, or on private property with the express permission of that property’s owner, or is otherwise not a Dog Under Control as defined above.
- 14.6.2            Responsibility of Dog Owner or Keeper**
- 14.6.2.1          No dog owner or keeper shall permit the dog to become or remain a nuisance dog or a dangerous dog, as those terms are defined and used in Chapter 140 Sections 136A and 157 of the General Laws.
- 14.6.2.2          Every dog owner or keeper shall be responsible for expeditiously removing any feces that the dog deposits anywhere except on its owner’s or keeper’s private property, or on other private property with the property owner’s permission.
- 14.6.2.3          The owner or keeper shall annually license his/her dog in accordance with Section 14.6.3 of this bylaw.
- 14.6.2.4          Control Provisions  
An owner or keeper of a dog within the territorial limits of the Town of Carlisle shall not allow such a dog to be Running at Large. When outside of the boundaries of the premises of the owner/keeper or the premises of another person with their express knowledge and permission, the owner/keeper or their duly authorized agent of said dog

shall ensure that the dog is a Dog Under Control using one of the methods described in Section 14.6.1.2 of this bylaw.

### **14.6.3**

#### **Licenses**

- 14.6.3.1 In accordance with Chapter 140, Section 137 of the General Laws, the owner or keeper of a dog within the Town shall cause the dog to be initially licensed when it attains the age of six months and annually thereafter. Proof of a currently valid rabies vaccination shall be required prior to the issuance of any license.
- 14.6.3.2 The annual licensing date shall be January 1st of any year.
- 14.6.3.3 The Town Clerk shall, pursuant to Chapter 40, Section 22F of the General Laws, from time to time fix reasonable annual fees to be charged for the issuance of licenses for dogs. At the adoption of these bylaws, the annual licensing fee shall be fixed at \$15 for a spayed/neutered dog and \$20 for an intact dog. These fees shall not be increased without a majority vote of the voters present at a Town Meeting.
- 14.6.3.4 The Town Clerk shall, pursuant to Chapter 40, Section 22F of the General Laws, from time to time fix reasonable annual fees to be charged for the issuance of licenses for kennels.
- 14.6.3.5 The Town Clerk shall be responsible for the issuance of all licenses related to this bylaw.
- 14.6.3.6 Any person who is the owner or keeper of a dog in the Town of Carlisle, and who fails to license said dog by April 1<sup>st</sup> of any year, shall be subject to a late fee of twenty-five dollars (\$25.00) to be payable, in addition to the license fee. The license fee and the late fee(s) may be secured through the imposition of a municipal charges lien on any property standing in the name of the dog owner or keeper, pursuant to Chapter 40, Section 58 of the General Laws.

### **14.6.4**

#### **Commercial Dog Walkers**

- 14.6.4.1 Except in accordance with an annual permit issued by the Board of Selectmen or its designee, no person shall act as a Commercial Dog Walker in the Town of Carlisle. For purposes of this section, a Commercial Dog Walker shall mean a person engaged in the business of exercising or handling dogs owned by another using public land, and who receives compensation for this work. Provided, however, that this definition shall exclude elementary, middle, high school and college students who are Carlisle residents providing dog walking services for a fee, but such persons shall be prohibited from exercising or handling more than two dogs simultaneously. The permit issued under the authority of this section shall be non-transferable and the fee therefor shall be non-refundable. The fee for such permit shall be established by the Board of Selectmen.
- 14.6.4.2 The permit issued under this section shall be comprised of two parts, a permit which the Commercial Dog Walker shall carry upon his or her person, and a placard that shall be displayed in the Commercial Dog Walker's vehicle. The permit shall state the number of dogs that the Commercial Dog Walker is licensed to walk at any one time, provided, however, that such number shall not exceed five dogs. Permits shall not be granted under this section unless the Commercial Dog Walker agrees that he/she shall indemnify and hold harmless the Town of Carlisle from any and all loss, liability, damage or cost incurred related to the permit holder's activities or the activities of dogs under his/her care. No more than three commercial dog walker licenses will be issued to any one dog walking business.
- 14.6.4.3 In addition to any conditions imposed by the Board of Selectmen for use of a commercial dog walker permit, the following conditions shall apply:
  - 14.6.4.3.1 All dog waste shall be cleaned up and properly disposed of.
  - 14.6.4.3.2 All dogs walked shall wear a current license and rabies tag. If the dog is too young to be licensed, the Commercial Dog Walker shall provide, at the request of an enforcing authority, proof of vaccinations.
  - 14.6.4.3.3 The Commercial Dog Walker shall carry one leash for each dog being walked.
  - 14.6.4.3.4 Each coupler leash used by an owner or walker shall count as multiple leashes based on the number of clips attached to the dog collars.
  - 14.6.4.3.5 All requirements of Sections 14.6.2.1, 14.6.2.2, and 14.6.2.4 shall apply to Commercial Dog Walkers.

14.6.4.4 The Board of Selectmen may adopt, and periodically amend, rules and regulations to effectuate the purposes of this Section 14.6.4 of the Animal Control Bylaw. Failure of the Board of Selectmen to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Section 14.6.4 of the Animal Control Bylaw.

**14.6.5 Violations and Penalties**

14.6.5.1 The failure of the owner or keeper of any dog or pet to comply with this bylaw or with any order of the Animal Control Officer or the Board of Selectmen shall be a violation of this bylaw.

14.6.5.2 The failure of the owner or keeper of any dog to comply with the registration and license requirements provided in this Section 14.6 of the bylaws and in Chapter 140, Sections 136A through 174E of the General Laws shall be a violation of this bylaw.

14.6.5.3 The failure of a Commercial Dog Walker to comply with the requirements of Section 14.6.4 shall be a violation of this bylaw. In addition to any other remedy provided herein, the Board of Selectmen, or its designee, may for cause suspend for a period of time or revoke a permit issued under Section 14.6.4 following a hearing.

14.6.5.4 In addition to any other remedy provided by law, this Section 14.6 of the bylaws may be enforced by the Animal Control Officer, or any police officer of the Town, or the Board of Selectmen, through any means available in law or equity, including but not limited to criminal indictment in accordance with Chapter 40, Section 21 of the General Laws, noncriminal disposition in accordance with Chapter 40, Section 21D of the General Laws and Section 1.4.2 of these bylaws entitled “Non-criminal Disposition”, and, in instances of a violation of a nuisance dog or dangerous dog order issued pursuant to Chapter 140, Section 157 of the General Laws, in accordance with Chapter 140, Section 157A of the General Laws, as may be amended from time to time.

14.6.5.4.1 When enforced in accordance with Chapter 40, Section 21 of the General Laws, the maximum penalty shall be \$300 and each day a violation exists shall constitute a separate violation.

14.6.5.4.2 When enforced by the Animal Control Officer or the police officer of the Town through non-criminal disposition, the penalties shall be as follows:

First Offense:	\$50
Second Offense:	\$150
Third and subsequent offense:	\$300

14.6.5.4.3 Violation of Nuisance Dog or Dangerous Dog Order.

An owner or keeper of a dog who fails to comply with an order of the Selectmen or district court issued pursuant to Chapter 140, Section 157A of the General Laws shall be punished as provided in that statute.

**14.6.6 Animal Control Officer**

14.6.6.1 The Board of Selectmen shall appoint an Animal Control Officer pursuant to Chapter 140, Sections 151 and 151A of the General Laws. The Animal Control Officer’s duties shall include the enforcement of the Town of Carlisle’s Animal Control Bylaw, Section 14.6, and all applicable provisions of Chapter 140, Sections 136A through 174E of the General Laws.

14.6.6.2 The Animal Control Officer shall make a written record of and investigate all complaints arising within the Town pertaining to violations of any provision of this bylaw, Section 14.6, or to violations pertaining to Chapter 140, Sections 136A through 174 of the General Laws and any relevant State or local regulations. The Animal Control Officer shall report his or her findings to the Board of Selectmen.

14.6.6.3 **Record Keeping**

The Animal Control Officer shall keep accurate, detailed records of the confinement and disposition of all dogs held in custody, all bite cases reported, and the results of investigations. The Animal Control Officer shall maintain a telephone log of all calls received regarding dogs and submit a quarterly report summarizing the log to the Board of Selectmen.

- 14.6.6.4 **Issuance of Temporary Restraint Orders**  
The Animal Control Officer may issue a Temporary Restraint Order to the owner or keeper of any dog that is alleged to be a nuisance dog or a dangerous dog and is awaiting a decision under Section 14.6.7. A Temporary Restraint Order shall be in force for no more than thirty (30) days unless the Animal Control Officer renews it in writing for subsequent thirty (30) day periods. The Animal Control Officer may rescind or stop renewing the order when, in the Animal Control Officer's judgment, restraint is no longer required. The Animal Control Officer's order shall expire upon receipt of a decision from the Board of Selectmen on the nuisance dog or dangerous dog hearing.
- 14.6.6.5 **Issuance of a Temporary Confinement Order**  
The Animal Control Officer may make arrangements for the temporary housing of any dog that requires such temporary housing, and may issue an Order of Temporary Confinement authorizing such temporary housing. The housing may be at local veterinary clinics, or at dog kennels within the Town or neighboring towns, and shall be at the dog owner's or keeper's expense.
- 14.6.6.6 **Impoundment**  
It shall be the duty of the Animal Control Officer to apprehend any dog found to be in violation of Section 14.6.2.4 of this bylaw and to impound such dog in a suitable place or to order the owner or keeper thereof to restrain such dog.
- 14.6.6.7 **Charges for Confinement and Impounding**  
If the Animal Control Officer impounds a dog found in violation of Section 14.6.2.4 or issues a Order of Temporary Confinement pursuant to Section 14.6.6.5 and the dog owner or keeper does not pay all fees directly to the kennel, veterinary clinic, or dog boarding facility, then the dog's owner or keeper shall be required to reimburse the Town for any expenses incurred in housing that dog. If the dog has not been licensed as required pursuant to this bylaw, the owner or keeper shall immediately apply to the Town Clerk to obtain a license, submit payment for the license fee, and pay any applicable late fees, and said dog shall not be released from confinement unless and until the issuance of a valid license, which shall not be unreasonably delayed or withheld.
- 14.6.6.8 **Notice to Owner and Redemption**  
The Animal Control Officer shall, in matters of impoundment or confinement, impoundment or confinement fees, and redemption of impounded or confined animals, carry out his/her duties in accordance with Chapter 140, Sections 151 and 151A of the General Laws, and any amendments thereto.
- 14.6.7 Board of Selectmen to Serve as the Hearing Authority**  
Any person may file a complaint in writing to the Board of Selectmen that a dog owned or kept in the Town is a nuisance dog or a dangerous dog. All such complaints shall be investigated and addressed in accordance with Chapter 140, Section 157 of the General Laws.
- 14.6.8 Disposition of Funds**  
The sums collected pursuant to this bylaw shall be accounted for and paid over to the Town Treasurer.
- 14.6.9 Severability**  
In the event that the Massachusetts Attorney General or a court of competent jurisdiction deems any provision or section of this bylaw invalid or unenforceable, all other provisions shall remain in full force and effect. (BOARD OF SELECTMEN)

*Summary: Last year, the Board of Selectmen appointed an ad hoc committee to investigate various dog issues. This Article, which is a proposed new general bylaw, is the product of that ad hoc committee's efforts. The proposed new Animal Control Bylaw would place the Animal Control Officer (an existing position) under the jurisdiction of the Selectmen rather than the Police.*

**ARTICLE 15 – Special Appropriations:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be expended by the Board of Selectmen to conduct studies, provide services and facilitate projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$6,500	Social Worker
Assessors	\$5,000	Assessors’ Maps updates
Treasurer/Accountant	\$3,500	Financial Consulting

or to take any other action related thereto. (BOARD OF SELECTMEN)

*Summary:* This Article would permit special appropriations outside of the Town operating budget for consultants’ services.

*Finance Committee:* Recommends approval

**ARTICLE 16 – PEG (Public, Educational, Government) Local Access Appropriation:** To see if the Town will vote to appropriate the sum of \$125,000.00 from the (Public, Educational, Governmental) PEG Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle, or to take any other action related thereto. (BOARD OF SELECTMEN)

*Summary:* The General Laws require us to deposit all revenue we receive under the subscriber provisions of our license agreement with Comcast into a special revenue fund for PEG Local Access and then withdraw funds as necessary at a Town Meeting. Historically, the Town has contracted for local cable access programming with Concord-Carlisle Community Television (CCTV). There have been discussions of possibly using a different provider but nevertheless, any funds to be used for local access programming can only be accessed at a Town Meeting.

*Finance Committee:* Recommends approval

**ARTICLE 17 – Approve/Fund Collective Bargaining Agreements:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund a successor collective bargaining agreement between the Town of Carlisle and the Carlisle teachers’ collective bargaining unit, or to take any other action related thereto. (BOARD OF SELECTMEN)

*Summary:* Town Meeting must approve the funding of all collective bargaining agreements and this Article would do so for an agreement between the CPS Teachers and the Carlisle School Committee in the event that there is a tentative agreement prior to Town Meeting.

*Finance Committee: Recommendation deferred until Town Meeting.*

**ARTICLE 18 – Accept M.G.L. c.90, § 17C (Speed Limits):** To see if the Town will vote to accept M.G.L. c.90, §§ 17C and 18B (Speed Limits), or to take any other action in relation thereto. (BOARD OF SELECTMEN)

*Summary: This Article would accept State enabling legislation under the Municipal Modernization Act that would allow the Board of Selectmen to set speed limits in certain designated areas. Passage of this Article would not change any current speed limits – it would only give the Selectmen the authority to do so. The Board would not make any changes to current speed limits without a public hearing.*

**ARTICLE 19 – Capital Funding - Technology:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of \$25,000.00 to fund technology capital projects, or to take any other action related thereto. (BOARD OF SELECTMEN)

*Summary: This Article would continue funding technology capital projects at the Town Hall which in recent years have included: relocation of the Town Hall data center, a new web site design, a new email/calendaring platform and a public GIS viewer in the Assessors Department.*

*Finance Committee: Recommends approval*

**ARTICLE 20 – CPA Annual Recommendations:** To see if the Town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, and to take any other action related thereto. (COMMUNITY PRESERVATION COMMITTEE)

I move that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Year 2019 be approved as follows:

**Motion 1 - FY '19 CPA APPROPRIATIONS:**

That the following amounts be appropriated from the Fiscal Year 2019 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Fifty-Five Thousand Nine Hundred Dollars (\$55,900) be appropriated to the Community Housing Reserve Fund.
- b. Fifty-Five Thousand Nine Hundred Dollars (\$55,900) be appropriated to the Historic Reserve Fund.
- c. Fifty-Five Thousand Nine Hundred Dollars (\$55,900) be appropriated to the Open Space Reserve Fund
- d. Two Thousand Five Hundred Dollars (\$2,500) be appropriated for Administrative Expenses

- e. Three Hundred Eighty-Eight Thousand Eight Hundred Dollars (\$388,800) be appropriated to the fiscal year 2019 Community Preservation Budget Reserve account.

**Motion 2 – (FYs '11, '15, and '16):**

That the Town extend the expiration dates in the appropriations made in three prior Town Meeting votes as follows:

- a. from June 30, 2018 to June 30, 2020, in the appropriation approved by Article 21, Motion 4 of the 2011 Annual Town Meeting to the Carlisle Trails Committee.
- b. from June 30, 2018 to June 30, 2020 in the appropriation approved by Article 14, Motion 7 of the 2015 Annual Town Meeting to the Carlisle Affordable Housing Trust.
- c. from June 30, 2018 to June 30, 2020 in the appropriation approved by Article 19, Motion 4 of the 2016 Annual Town Meeting to the Carlisle Conservation Commission.

**Motion 3 - (FY '18):**

That Fourteen Thousand (\$14,000) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund to the Carlisle Historical Society for the installation of a heat pump system to serve the exhibit rooms and conference room on the first floor, allowing the Society to display and store all artifacts entrusted to the Society in a controlled environment generally meeting modern museum standards, and that such sums may be expended by the Carlisle Historical Society pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2018-001, and further that any portion of such sums not expended by June 30, 2020, shall be returned to the Community Preservation Historic Reserve Fund.

**Motion 4 - (FY '18):**

That Sixteen Thousand (\$16,000) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund to the Carlisle Conservation Commission for the drilling of a modern well to serve the 100-year-old Bog House, including well casing, pump, power and water conduit to the Bog House, and pressure tank connecting to the existing plumbing in the house, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2018-002, and further that any portion of such sums not expended by June 30, 2020, shall be returned to the Community Preservation Historic Reserve Fund.

***Summary:*** *This Article authorizes the appropriation of funds from the Community Preservation Fund as recommended by the Community Preservation Committee. State law requires that a minimum of 10% of the annual revenues of the Community Preservation Fund be either appropriated to or reserved for future spending for each of three categories: Community Housing, Historic Preservation and Open Space purposes. The first motion allocates 10% of the expected annual revenues for next fiscal year to Reserve Funds for future projects in each of the State-mandated categories, plus \$2,500 for Administrative Expenses. The balance of the expected revenues is allocated to a general Budget Reserve for Community Preservation purposes. The remaining motions allocate monies from the various Reserve Funds for the completion of specific projects as listed in each Motion and allowed under the Community Preservation*

*Act. The proposed project appropriations will be subject to grant agreements. Summaries of those grant agreements can be found immediately following the Annual Town Meeting Warrant. The complete text of the grant agreements can be found on the Town Meeting page of the Town's website at: [www.carlislema.gov](http://www.carlislema.gov). Under State Law, Town Meeting may reduce or reject but may not increase the appropriation from the Community Preservation Fund for any item proposed by the Community Preservation Committee.*

**Finance Committee:** *The Finance Committee takes no position on Article 20.*

**ARTICLE 21 – Amend Section 5.11 of the Carlisle Zoning Bylaws, entitled Temporary Moratorium on Marijuana Establishments, to read as follows:**

5.11 Temporary Moratorium on Marijuana Establishments

5.11.1 Purpose. By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, manufacture, processing, distribution, sale, possession, testing and use of marijuana. The law provides that it is effective on December 15, 2016, and that a new State agency, the Cannabis Control Commission (CCC), is required to issue regulations regarding implementation by March 15, 2018.

The regulation of such Marijuana Establishments raises novel and complex legal, planning, and public safety issues. The Town needs time to consider and address these issues, as well as the potential impact of the forthcoming Cannabis Control Commission regulations, by means of a comprehensive planning process to consider amending the Zoning Bylaw to regulate Marijuana Establishments. The temporary moratorium provided in Section 5.11.3 is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Zoning Bylaw provisions in a manner consistent with sound land-use planning objectives.

5.11.2 Definition. As used in Section 5.11.3, the term “Marijuana Establishment” shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a “Medical Marijuana Treatment Center” or “RMD” shall not be deemed to be a Marijuana Establishment.

5.11.3 Temporary Moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures as a Marijuana Establishment. The moratorium shall be in effect through June 30, 2019, unless extended, continued, or modified at a subsequent Town Meeting. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of Marijuana Establishments and other related land uses and structures, consider the Cannabis Control Commission regulations regarding Marijuana Establishments when they are issued, and shall consider adopting new provisions of the Zoning Bylaw governing the location, operation and effects of Marijuana Establishments for consideration by the 2018 Annual Town Meeting. (BOARD OF SELECTMEN)

**Summary:** *The Governor has appointed a Cannabis Control Commission (CCC) to begin to establish rules and regulations for retail facilities to sell recreational marijuana. These efforts are ongoing. The Planning Board has asked the Selectmen to sponsor this Article which would extend our current moratorium from December 31, 2018 to June 30, 2019 to give Carlisle an opportunity to understand the marijuana regulations more thoroughly before deciding on any public policy changes.*

**ARTICLE 22 – Amend Town Bylaws, Section 3.9, Finance Committee:**

To see if the Town will vote to amend Section 3.9.2 of the Town Bylaws as follows (new language in ***bold italics***):

### 3.9 Finance Committee

3.9.1 The Finance Committee was established under Article 17 of the Warrant for the Annual Town Meeting held February 13, 1933, and further amended under Article 19 of the Warrant for the Annual Town Meeting held March 10, 1969.

3.9.2 There shall be a Finance Committee which shall consider all fiscal questions and may consider municipal questions at their discretion for the purpose of making reports or recommendations to the Town. This committee shall consist of seven (7) voters who shall serve without pay, and members may hold no other elective or appointive Town positions involving expenditure of Town money during their terms of office *except that they may serve as members of the Long Term Capital Requirements Committee*. Members shall be appointed by the Board of Selectmen with consideration for the demographic composition of the Town. Appointments shall be for terms of three (3) years, expiring on the dissolution of the Annual Town Meeting held for the final year of the term. Within thirty (30) days after the dissolution of each Annual Town Meeting, the Board of Selectmen shall reappoint (or appoint successors to) members whose terms have expired, except that no one shall serve more than three (3) consecutive terms. Within thirty (30) days after the Board of Selectmen has been notified of a vacancy occurring in the committee other than by expiration of term of office, the Board of Selectmen shall fill this vacancy for the unexpired term. The Board of Selectmen may revoke an appointment to the committee if the appointee has failed to attend one half of its regular meetings, or for other cause. Or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

*Summary: The purpose of this Article is to amend the bylaw regarding the Finance Committee to permit members to also serve on the Long Term Capital Requirements Committee since the operating and capital budgets are so closely connected in the budget development process.*

*Finance Committee: Recommends approval*

**ARTICLE 23 – Personnel Bylaw:** To see if the Town will vote to amend Article XV of the Town of Carlisle General Bylaws, Personnel Board, Composition, by deleting the language indicated below by a strikethrough; or take any other action related thereto. (BOARD OF SELECTMEN)

15.3.2.1 *Composition:* The Personnel Board shall consist of five (5) members. One (1) member shall be appointed for a term of one (1) year, two (2) members for terms of two (2) years, and two (2) members for terms of three (3) years. All subsequent appointments shall be made for three (3) years and

vacancies shall be filled by the Board of Selectmen. No member of the Personnel Board shall be an employee under the jurisdiction of the Personnel Board, ~~or an appointed or elected official of the Town.~~ Like all Town employees and board/committee members, the Personnel Board is subject to and shall abide by the provisions of the Conflict of Interest Law, MGL, Chapter 268A. Members shall serve without compensation. The Personnel Administrator shall serve as an advisor to the Personnel Board.

*Summary: The Town has had difficulty in recent years attracting applicants to the Town's Personnel Board, which consists (ideally) of five members. By the proposed elimination of the prohibition on appointed or elected officials serving it is hoped that the pool of potential candidates will increase.*

*Finance Committee: Recommends approval.*

**ARTICLE 24 – Land Transfer (Parcels 4-23A-1 and 4-23A-3) to Conservation Commission:**

To see if the Town will vote to transfer the care, custody, management and control of the following parcels of land from the Board of Selectmen for municipal purposes to the Conservation Commission for open space purposes: (A) that parcel of land located on Hartwell Road, containing 1.97 acres of land, and shown on Carlisle Assessors Maps as Map 4, Block 23A, Lot 1; and (B) that parcel of land located near Hartwell Road and adjacent to the Lot described above, containing 4.98 acres of land, and shown on Carlisle Assessors Maps as Map 4, Block 23A, Lot 3, or to take any other action in relation thereto.

*Summary: This Article would transfer two parcels of land taken several years ago for non-payment of taxes to the care and custody of the Conservation Commission since the parcels abut other properties held in conservation use by the Town and by the Concord Land Conservation Trust.*

**ARTICLE 25 – CCRSD CAPITAL PROJECT \$1,000,000:** To determine whether the Town will vote to approve \$1,000,000, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee for paving campus entrance roads and improving external lighting; provided, however, that this approval shall be contingent upon passage of a Proposition 2 1/2, debt exclusion referendum under M.G.L. c.59, §21C(k); to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing; or take any other action related thereto.

(BOARD OF SELECTMEN)

*Summary: This Article would provide Carlisle's share of the cost for paving campus entrance roads and improving external lighting on Concord-Carlisle Regional School District property. These costs will be assessed annually over a period of years consistent with the term of the bonds to be issued by the District with debt service expected to commence in Fiscal Year 2019. As a matter of policy regarding major capital projects, the Selectmen will require a debt exclusion question on the May 8<sup>th</sup> Town Election ballot which must pass by a simple majority in order to be approved.*

*Finance Committee: Recommendation deferred until Town Meeting.*

**Town Meeting Notes of April 30, 2018**

The annual Town Meeting was convened April 30, 2018, at the Corey Building. A quorum of 150 voters was reached, and the meeting called to order by Moderator Wayne Davis at 7:11 PM. There were 264 voters present.

There being no further business to come before the meeting, the Annual Town Meeting was adjourned at 10:48 PM.

**ARTICLE 1: Consent Agenda:**

On motion of Luke Ascolillo it was voted by a declared majority to consider Articles 2 through 8 in one motion and that the motions for Articles 2 through 8 be hereby adopted as printed in the Motions booklet. At the call of the Consent Agenda, the Moderator called out the numbers of the Articles, one by one. If one or more voters objected to any particular Article being included in the Consent Agenda, they said the word “Hold” in a loud voice when the number is called. The Article was then automatically removed from the Consent Agenda and restored to its original place in the Warrant, and was debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator entertained a SINGLE MOTION and all items remaining on the Consent Agenda were acted upon favorably by the voters.

**ARTICLE 2: Town Reports\*\***

At the call of the Consent Agenda, it was voted by a declared majority vote to accept the reports of Town Officers, Boards, Committees, Commissioners, and Trustees as published in the Town Report for the Year 2017 and to place them in the permanent records of the Town, it being understood that such acceptance does not constitute a ratification of the contents of those reports.

**3: Salaries of Elected Officials\*\***

At the call of the Consent Agenda, it was voted by a declared majority vote to fix the salaries of the elected officers of the town as provided by Chapter 41, Section 108 of the General Laws as amended, for the Fiscal Year 2019, beginning July 1, 2018, as follows:

	<u>Voted FY'17</u>	<u>Voted FY'18</u>	<u>Recommended FY'19</u>
Moderator	\$ 50	\$ 50	\$ 50
Town Clerk	\$60,734	\$ 61,949	\$ 63,188
Assessors - Chairman	\$ 100	\$ 100	\$ 100
Second Member	\$ 100	\$ 100	\$ 100
Third Member	\$ 100	\$ 100	\$ 100

**ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits:\*\***

At the call of the Consent Agenda, it was voted by a declared majority vote to raise and appropriate Three Thousand Dollars (\$3,000) from the FY 2019 tax levy and other general revenues of the Town to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 75 actuarial valuation of post-employment benefits obligations for the Town.

**ARTICLE 5 – Revaluation \*\*:**

At the call of the Consent Agenda it was voted by a declared majority that the Town raise and appropriate Five Thousand Dollars (\$5,000) from the FY 2019 tax levy and other general revenues of the Town to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with the property revaluation process.

**ARTICLE 7 - FY 2018 Chapter 90 Authorization \*\*:**

Upon call of the Consent Agenda it was voted by a declared two-thirds majority that the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Two Hundred Fifty-Two Thousand Eight Hundred Fifty-Seven Dollars (\$252,857) to be expended by the Board of Selectmen for the reconstruction and improvement of public ways in the town as provided for pursuant to the provisions of

Section 34(2) (a) of Chapter 90 of the General Laws, such borrowing to be in anticipation of, and conditioned upon, reimbursement by the Commonwealth pursuant to said Chapter 90.

**ARTICLE 8- Department Revolving Funds Authorization:**

On motion of Luke Ascolillo it was voted by declared unanimous vote that the Town:set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2019, as follows:

- a. School Bus Revolving Fund: \$60,000.00
- b. Board of Health Inspections Revolving Fund: \$60,000.00
- c. Hazardous Waste Revolving Fund: \$70,000.00
- d. Trails Committee Revolving Fund: \$10,000.00
- e. Foss Farm Revolving Fund: \$3,000.00
- f. Conservation Commission Building Maint. Revolving Fund: \$30,000.00
- g. Historical Commission Revolving Fund: \$3,000.00
- h. Youth Commission Revolving Fund: \$10,000.00
- i. Building Department Revolving Fund: \$165,000.00
- j. Council on Aging Events Revolving Fund: \$30,000.00
- k. Council on Aging Transportation Revolving Fund: \$15,000.00

**ARTICLE 9 Fiscal Year 2018 - Budget Transfers:**

On motion of Nathan Brown it was voted by declared unanimous vote that the Town transfer sums of money into various line items of the Fiscal Year 2018 operating budget from other line items of said budget, from unexpended funds in various accounts as follows:

Transfer from:

01913 Unemployment Insurance	30,000
01129 Town Administrator Expense	6,531
01129 Town Administrator Housing Coord.	20,000
01950 Police Encumbrance	303
01950 Library Building Encumbrance	250
01950 Unemployment Encumbrance	1,980
Free Cash	<u>184,978</u>
Total	\$244,042

Transfer to:

01423 Snow and Ice	\$73,000
01919 Blanket Insurance	15,000
01920 Reserve Fund	98,550
01210 Police Salaries	25,000
01299 Communications Salaries	25,137
01207 Vocational School Transportation	<u>7,355</u>
Total	\$244,042

**ARTICLE 10 – Rescind Authorized but Unissued Debt**

On motion of Luke Ascolillo it was voted by declared majority vote to rescind Two Hundred Four Thousand Dollars (\$204,000) in unauthorized and unissued debt as follows:

<u>Purpose</u>	<u>Date</u>	<u>Amount Authorized</u>	<u>Amount Issued</u>	<u>Amount Unissued</u>
rescinded)				(To be
Septic Mgmt Program	04/30/2012	\$200,000.00	\$ 0.00	\$200,000.00
Cisterns	05/04/2009	60,000.00	56,000.00	<u>4,000.00</u>
				\$204,000.00

**ARTICLE 11 – FY19 Operating Budget**

On motion of Scott Triola it was voted by declared two-thirds majority to appropriate a total of Twenty Nine Million Eight Hundred Ten Thousand Three Hundred Eighty-Nine Dollars (\$29,810,389) for FY2019, as set forth in the columns entitled “FY2019 Budget” in the chart accompanying this motion; and to meet this appropriation that Seventy Five Thousand Dollars (\$75,000) be transferred from Free Cash, that Fifty Three Thousand Dollars (\$53,000) be transferred from the Ambulance Fund, that Two Hundred Ninety Seven Thousand Seven Hundred Thirty Dollars (\$297,730) be transferred from Overlay Surplus, that Fourteen Thousand Nine Hundred Forty Five Dollars (\$14,945) be transferred from the Stabilization Fund, that Thirty Four Thousand Six Hundred Twenty Three Dollars (\$34,623) be transferred from the Reserve for Bond Premiums Account, and that the balance be raised from the FY2019 tax levy and other general revenues of the Town.

Article 11

	<u>FY 2018 Budget</u>	<u>FY 2019 FinCom Recommended Budget</u>
General Government	1,317,118	1,421,239
Protection of Persons & Property	2, 612,045	2,747,506
Board of Health	108,537	108,030
Public Works	1,180,414	1,195,757
Public Assistance	227,879	234,250
Education	18,805,118	18,681,047
Library	619,898	626,269
Recreation	177,172	189,023
Insurance & Benefits	1,690,000	1,877,000
Unclassified	152,000	152,000
County Retirement	877,464	932,452
Long Term Debt	1,479,024	1,645,816
Total	<u>29,246,669</u>	<u>29,810,389</u>

General Government

	<u>FY 2018 Budget</u>	<u>FY 2019 FinCom Recommended Budget</u>
General Government		
General Expense & Town Hall	795,338	819,515

Citizen Recognition	275	275
Treasurer/Collector	177,993	237,805
Town Clerk	79,967	81,511
Registrars & Elections	19,479	19,784
Assessors	142,549	146,749
Planning Board	101,517	112,100
Energy Task Force	0	3,500
sub-total	<u>1,317,118</u>	<u>1,421,239</u>

Protection of Persons and Property

	FY 2018	FY 2019
	Budget	FinCom Recommended
	Budget	Budget
Protection of Persons & Property		
Police	1,559,997	1,607,315
Fire	517,460	547,152
Communications	351,986	399,983
Conservation	120,933	133,168
Dog & Animal Control	15,274	15,274
Inspectional Services	36,395	37,114
Street-Lighting	10,000	7,500
Sub-total	<u>2,612,045</u>	<u>2,747,506</u>

Board of Health

	FY 2018	FY 2019
	Budget	FinCom Recommended
	Budget	Budget
Board of Health	<u>108,537</u>	<u>108,030</u>

Public Works

	FY 2018	FY 2019
	Budget	FinCom Recommended
	Budget	Budget
Public Works		
DPW (incl. trees)	761,529	776,872
Snow & Ice	65,785	65,785
Transfer Station	264,684	264,684
Road Maintenance	88,416	88,416

sub-total

1,180,414

1,195,757

Public Assistance

	FY 2018 Budget	FY 2019 FinCom Recommended Budget
Public Assistance		
Youth Commission	3,709	3,783
Council on Aging	212,570	218,867
Veteran's Agent and Benefits	11,600	11,600
sub-total	227,879	234,250

Education

	FY 2018 Budget	FY 2019 FinCom Recommended Budget
Education		
Carlisle Public Schools	10,946,247	11,209,266
CCRS D	6,463,043	6,226,667
CCRS D debt service	1,320,380	1,140,546
Vocational schools, including debt service	75,448	104,568
sub-total	18,805,118	18,681,047

Library

	FY 2018 Budget	FY 2019 FinCom Recommended Budget
Library	619,898	626,269

Recreation

	FY 2018 Budget	FY 2019 FinCom Recommended Budget

Recreation

177,172

189,023

Insurance & Benefits

	FY 2019	
	FY 2018 Budget	FinCom Recommended Budget
Insurance & Benefits		
Blanket Insurance	220,000	220,000
Group Insurance	1,120,000	1,232,000
Contribution to OPEB Trust	300,000	375,000
Unemployment Insurance	50,000	50,000
sub-total	1,690,000	1,877,000

Unclassified

	FY 2019	
	FY 2018 Budget	FinCom Recommended Budget
Unclassified		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	150,000	150,000
sub-total	152,000	152,000

County Retirement

	FY 2019	
	FY 2018 Budget	FinCom Recommended Budget
County Retirement	877,464	932,452

Long Term Debt Service

	FY 2019	
	FY 2018 Budget	FinCom Recommended Budget
Long Term Debt	1,479,024	1,645,816

**ARTICLE 12 – Capital Equipment/Projects:**

On motion of Kate Reid, it was moved that Six Hundred Eighty Four Thousand Seven Hundred Fifty Five Dollars (\$684,755) be raised and appropriated for FY 2019, and to meet this appropriation that One Hundred Twenty Five Thousand Dollars (\$125,000) be transferred from Free Cash, that Three Hundred

Thousand Dollars (\$300,000) be transferred from the Ambulance Fund, and that the balance of Two Hundred Fifty Nine Thousand Seven Hundred Fifty Five Dollars (\$259,755) be raised from the FY2019 tax levy and other general revenues of the Town, to be spent by the Board of Selectmen, except for the items for the Carlisle Public Schools which sums are to be spent by the Carlisle School Committee, for the designated capital purposes, and further, that after June 30, 2021, any residual unexpended portion of any listed appropriation shall be returned to the General Fund.

**Long Term Capital Requirements  
FY'19**

Department	Project/Program	Amount	Appropriation Expires
Town Hall	Technology Upgrades	\$8,000	June 30, 2021
Carlisle Public School	Technology Replacement	\$80,000	June 30, 2021
Carlisle Public School	Annual Maintenance	\$25,000	June 30, 2021
Carlisle Public School	Safety/security improvements– Phase 2	\$21,000	June 30, 2021
Carlisle Public School	Wilkins Bldg bathroom floor tile	\$30,000	June 30, 2021
Gleason Library	Technology	*,000	June 30, 2021
Gleason Library	Repairs/Services	\$5,000	June 30, 2021
Police	Computer Replacement	\$8,000	June 30, 2021
Police	Cruiser	\$79,300	June 30, 2021
Police	Automated External Defibrillators (6)	\$13,800	June 30, 2021
DPW	New Generator	\$36,000	June 30, 2021
DP W	Solid Waste Compactor (2)	\$19,155	June 30, 2021
Fire	Station Maintenance	\$5,000	June 30, 2021
Fire	Computer Replacement	\$2,500	June 30, 2021
Fire	Car 2 Replacement (4WD SUV)	\$48,000	June 30, 2021
Fire	Ambulance Replacement	\$300,000	June 30, 2021
	<b>TOTAL</b>	<b>\$684,755</b>	

**ARTICLE 13 – Municipal Facilities:**

On motion of Jerry Lerman it was voted by declared majority vote that the Town raise and appropriate Three Hundred Eighty Seven Thousand One Hundred Eleven Dollars (\$387,111) to be expended by the Board of Selectmen, for the purpose of facilities maintenance and improvement projects to the Town Hall, Fire Station, Police Station, and Department of Public Works facilities, such projects may include but shall not be limited to those shown in the following table, and further, that after June 30, 2021, any residual unexpended portion of any listed appropriation shall be returned to the General Fund.

Project	Estimated	Site	Note
Repair or Replace - exterior wall/clapboard, insulation, eave, soffit, fascia, gas main lean-to, weather and draft proofing	19,277	TH	1, 2

Heat Cables to defer Ice Dams	10,000	TH	2
Reconfigure - roof drainage discharge	4,000	FS	1
Repair - basement wall spalling, block	1,500	FS	1
Repair - overhead door trim, seals	5,250	FS	1
Paint, Caulk, Repair - exterior doors, trim, block, retaining wall	5,098	FS	1
Replace - Carpet	4,447	FS	1
Expand or Upgrade - fire alarm system	2,500	FS	2
Remove or Address - underground fuel tanks	10,000	FS	1, 2, 4
Trailer for Growth/Accessibility	120,000	FS	1, 2, 4
Repair - cracking and corrosion in foundation wall	1,500	PS	1
Reconfigure - roof drainage	6,724	PS	1
Paint, Caulk, Repair, Replace - exterior doors, trim, windows, clapboard, screens	9,636	PS	1
Repair - air conditioning	1,000	PS	1
Replace - fan coil unit AC to handle E911	7,500	PS	4
Reconfigure - accessible parking and route to entry	2,500	PS	1
Design - reconfigured sally port, garage, booking area	27,833	PS	2, 3
Design - reconfigured public entry and secure perimeter	54,428	PS	2, 3
Replace - windows, caulking	2,861	DPW	1
Replace - garage bay ventilation	5,685	DPW	1
Replace - vehicle service bay exhaust system	24,879	DPW	1
New storage containers	10,000	DPW	2, 4
Contingency for all Projects (15%)	50,493	All	2
<b>Total</b>	<b>\$387,111</b>		

**ARTICLE 14 – Animal Control Bylaw:**

On motion of Luke Ascolillo it was voted by declared majority that the Town amend the General Bylaws by inserting a new Section 14.6, Animal Control Bylaw as follows:

TOWN OF CARLISLE

Section 14.6 Animal Control Bylaw

**14.6.0 Purpose**

Pursuant to the authority set forth in Chapter 140, Sections 136A through 174E of the General Laws and any other relevant statutes and regulations issues pursuant thereto, the following requirements are adopted for the regulation of dogs within the Town of Carlisle.

**14.6.1 Definition of Terms**

The definitions of words and terms set forth in Chapter 140, Section 136A of the General Laws are incorporated into this Section 14.6, Animal Control Bylaw, and shall be applicable to the interpretation thereof. In addition, unless context clearly indicates otherwise, the following words and terms, as used in this bylaw, shall have the following meanings:

- 14.6.1.1 DOGS: All animals of the canine species, both males and females, and of any age.
- 14.6.1.2 DOG UNDER CONTROL: A dog that is (1) physically controlled by a person by means of a leash, cord or chain held by the person, or (2) a dog that is contained within a physical or electric fence; or (3) a dog that is at all times within sight of their person, is actively monitored by that person, and that at all times immediately responds to a recall command by their person.
- 14.6.1.3 RUNNING AT LARGE: A dog is running at large if it is not on the private property of its owner or keeper, or on private property with the express permission of that property's owner, or is otherwise not a Dog Under Control as defined above.
- 14.6.2 **Responsibility of Dog Owner or Keeper**
- 14.6.2.1 No dog owner or keeper shall permit the dog to become or remain a nuisance dog or a dangerous dog, as those terms are defined and used in Chapter 140 Sections 136A and 157 of the General Laws.
- 14.6.2.2 Every dog owner or keeper shall be responsible for expeditiously removing any feces that the dog deposits anywhere except on its owner's or keeper's private property, or on other private property with the property owner's permission.
- 14.6.2.3 The owner or keeper shall annually license his/her dog in accordance with Section 14.6.3 of this bylaw.
- 14.6.2.4 Control Provisions
- An owner or keeper of a dog within the territorial limits of the Town of Carlisle shall not allow such a dog to be Running at Large. When outside of the boundaries of the premises of the owner/keeper or the premises of another person with their express knowledge and permission, the owner/keeper or their duly authorized agent of said dog shall ensure that the dog is a Dog Under Control using one of the methods described in Section 14.6.1.2 of this bylaw. Regardless of the method of control described in Section 14.6.1.2, when off the owner's or keeper's property, an owner or keeper shall carry one leash per dog (coupler leashes permitted) at all times on their person.
- 14.6.3 Licenses**
- 14.6.3.1 In accordance with Chapter 140, Section 137 of the General Laws, the owner or keeper of a dog within the Town shall cause the dog to be initially licensed when it attains the age of six months and annually thereafter. Proof of a currently valid rabies vaccination shall be required prior to the issuance of any license.
- 14.6.3.2 The annual licensing date shall be January 1st of any year.
- 14.6.3.3 The Town Clerk shall, pursuant to Chapter 40, Section 22F of the General Laws, from time to time fix reasonable annual fees to be charged for the issuance of licenses for dogs. At the adoption of these bylaws, the annual licensing fee shall be fixed at \$15 for a spayed/neutered dog and \$20 for an intact dog. These fees shall not be increased without a majority vote of the voters present at a Town Meeting.
- 14.6.3.4 The Town Clerk shall, pursuant to Chapter 40, Section 22F of the General Laws, from time to time fix reasonable annual fees to be charged for the issuance of licenses for kennels.
- 14.6.3.5 The Town Clerk shall be responsible for the issuance of all licenses related to this bylaw.
- 14.6.3.6 Any person who is the owner or keeper of a dog in the Town of Carlisle, and who fails to license said dog by April 1<sup>st</sup> of any year, shall be subject to a late fee of twenty-five dollars (\$25.00) to be payable, in addition to the license fee. The license fee and the late fee(s) may be secured through the imposition of a municipal charges lien on any property standing in the name of the dog owner or keeper, pursuant to Chapter 40, Section 58 of the General Laws.
- 14.6.4 Commercial Dog Walkers**
- 14.6.4.1 Except in accordance with an annual permit issued by the Board of Selectmen or its designee, no person shall act as a Commercial Dog Walker in the Town of Carlisle. For purposes of this section, a Commercial Dog Walker shall mean a person engaged in the business of exercising or handling dogs owned by another using public land, and who receives compensation for this work. Provided, however, that this definition shall exclude

elementary, middle, high school and college students who are Carlisle residents providing dog walking services for a fee, but such persons shall be prohibited from exercising or handling more than two dogs simultaneously. The permit issued under the authority of this section shall be non-transferable and the fee therefor shall be non-refundable. The fee for such permit shall be established by the Board of Selectmen.

- 14.6.4.2 The permit issued under this section shall be comprised of two parts, a permit which the Commercial Dog Walker shall carry upon his or her person, and a placard that shall be displayed in the Commercial Dog Walker's vehicle. The permit shall state the number of dogs that the Commercial Dog Walker is licensed to walk at any one time, provided, however, that such number shall not exceed five dogs. Permits shall not be granted under this section unless the Commercial Dog Walker agrees that he/she shall indemnify and hold harmless the Town of Carlisle from any and all loss, liability, damage or cost incurred related to the permit holder's activities or the activities of dogs under his/her care. No more than five commercial dog walker licenses will be issued to any one dog walking business.
- 14.6.4.3 In addition to any conditions imposed by the Board of Selectmen for use of a commercial dog walker permit, the following conditions shall apply:
  - 14.6.4.3.1 All dog waste shall be cleaned up and properly disposed of.
  - 14.6.4.3.2 All dogs walked shall wear a current license and rabies tag. If the dog is too young to be licensed, the Commercial Dog Walker shall provide, at the request of an enforcing authority, proof of vaccinations.
  - 14.6.4.3.3 The Commercial Dog Walker shall carry one leash for each dog being walked.
  - 14.6.4.3.4 Each coupler leash used by an owner or walker shall count as multiple leashes based on the number of clips attached to the dog collars.
  - 14.6.4.3.5 All requirements of Sections 14.6.2.1, 14.6.2.2, and 14.6.2.4 shall apply to Commercial Dog Walkers.
- 14.6.4.4 The Board of Selectmen may adopt, and periodically amend, rules and regulations to effectuate the purposes of this Section 14.6.4 of the Animal Control Bylaw. Failure of the Board of Selectmen to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Section 14.6.4 of the Animal Control Bylaw.

#### **14.6.5 Violations and Penalties**

- 14.6.5.1 The failure of the owner or keeper of any dog or pet to comply with this bylaw or with any order of the Animal Control Officer or the Board of Selectmen shall be a violation of this bylaw.
- 14.6.5.2 The failure of the owner or keeper of any dog to comply with the registration and license requirements provided in this Section 14.6 of the bylaws and in Chapter 140, Sections 136A through 174E of the General Laws shall be a violation of this bylaw.
- 14.6.5.3 The failure of a Commercial Dog Walker to comply with the requirements of Section 14.6.4 shall be a violation of this bylaw. In addition to any other remedy provided herein, the Board of Selectmen, or its designee, may for cause suspend for a period of time or revoke a permit issued under Section 14.6.4 following a hearing.
- 14.6.5.4 In addition to any other remedy provided by law, this Section 14.6 of the bylaws may be enforced by the Animal Control Officer, or any police officer of the Town, or the Board of Selectmen, through any means available in law or equity, including but not limited to criminal indictment in accordance with Chapter 40, Section 21 of the General Laws, noncriminal disposition in accordance with Chapter 40, Section 21D of the General Laws and Section 1.4.2 of these bylaws entitled "Non-criminal Disposition", and, in instances of a violation of a nuisance dog or dangerous dog order issued pursuant to Chapter 140, Section 157 of the General Laws, in accordance with Chapter 140, Section 157A of the General Laws, as may be amended from time to time.
  - 14.6.5.4.1 When enforced in accordance with Chapter 40, Section 21 of the General Laws, the maximum penalty shall be \$300 and each day a violation exists shall constitute a separate violation.
  - 14.6.5.4.2 When enforced by the Animal Control Officer or the police officer of the Town through non-criminal disposition, the penalties shall be as follows:

First Offense: \$50

Second Offense:	\$150
Third and subsequent offense:	\$300

- 14.6.5.4.3 Violation of Nuisance Dog or Dangerous Dog Order.  
 An owner or keeper of a dog who fails to comply with an order of the Selectmen or district court issued pursuant to Chapter 140, Section 157A of the General Laws shall be punished as provided in that statute.
- 14.6.6 Animal Control Officer**
- 14.6.6.1 The Board of Selectmen shall appoint an Animal Control Officer pursuant to Chapter 140, Sections 151 and 151A of the General Laws. The Animal Control Officer’s duties shall include the enforcement of the Town of Carlisle’s Animal Control Bylaw, Section 14.6, and all applicable provisions of Chapter 140, Sections 136A through 174E of the General Laws.
- 14.6.6.2 The Animal Control Officer shall make a written record of and investigate all complaints arising within the Town pertaining to violations of any provision of this bylaw, Section 14.6, or to violations pertaining to Chapter 140, Sections 136A through 174 of the General Laws and any relevant State or local regulations. The Animal Control Officer shall report his or her findings to the Board of Selectmen..
- 14.6.6.3 **Record Keeping**  
 The Animal Control Officer shall keep accurate, detailed records of the confinement and disposition of all dogs held in custody, all bite cases reported, and the results of investigations. The Animal Control Officer shall maintain a telephone log of all calls received regarding dogs and submit a quarterly report summarizing the log to the Board of Selectmen.
- 14.6.6.4 **Issuance of Temporary Restraint Orders**  
 The Animal Control Officer may issue a Temporary Restraint Order to the owner or keeper of any dog that is alleged to be a nuisance dog or a dangerous dog and is awaiting a decision under Section 14.6.7. A Temporary Restraint Order shall be in force for no more than thirty (30) days unless the Animal Control Officer renews it in writing for subsequent thirty (30) day periods. The Animal Control Officer may rescind or stop renewing the order when, in the Animal Control Officer’s judgment, restraint is no longer required. The Animal Control Officer’s order shall expire upon receipt of a decision from the Board of Selectmen on the nuisance dog or dangerous dog hearing.

- 14.6.6.5      Issuance of a Temporary Confinement Order  
The Animal Control Officer may make arrangements for the temporary housing of any dog that requires such temporary housing, and may issue an Order of Temporary Confinement authorizing such temporary housing. The housing may be at local veterinary clinics, or at dog kennels within the Town or neighboring towns, and shall be at the dog owner's or keeper's expense.
- 14.6.6.6      Impoundment  
It shall be the duty of the Animal Control Officer to apprehend any dog found to be in violation of Section 14.6.2.4 of this bylaw and to impound such dog in a suitable place or to order the owner or keeper thereof to restrain such dog.
- 14.6.6.7      Charges for Confinement and Impounding  
If the Animal Control Officer impounds a dog found in violation of Section 14.6.2.4 or issues an Order of Temporary Confinement pursuant to Section 14.6.6.5 and the dog owner or keeper does not pay all fees directly to the kennel, veterinary clinic, or dog boarding facility, then the dog's owner or keeper shall be required to reimburse the Town for any expenses incurred in housing that dog. If the dog has not been licensed as required pursuant to this bylaw, the owner or keeper shall immediately apply to the Town Clerk to obtain a license, submit payment for the license fee, and pay any applicable late fees, and said dog shall not be released from confinement unless and until the issuance of a valid license, which shall not be unreasonably delayed or withheld.
- 14.6.6.8      Notice to Owner and Redemption  
The Animal Control Officer shall, in matters of impoundment or confinement, impoundment or confinement fees, and redemption of impounded or confined animals, carry out his/her duties in accordance with Chapter 140, Sections 151 and 151A of the General Laws, and any amendments thereto.
- 14.6.7      Board of Selectmen to Serve as the Hearing Authority  
Any person may file a complaint in writing to the Board of Selectmen that a dog owned or kept in the Town is a nuisance dog or a dangerous dog. All such complaints shall be investigated and addressed in accordance with Chapter 140, Section 157 of the General Laws.
- 14.6.8      Disposition of Funds  
The sums collected pursuant to this bylaw shall be accounted for and paid over to the Town Treasurer.
- 14.6.9      Severability  
In the event that the Massachusetts Attorney General or a court of competent jurisdiction deems any provision or section of this bylaw invalid or unenforceable, all other provisions shall remain in full force and effect.

**ARTICLE 15 – Special Appropriations:**

On motion of Nathan Brown it was voted by declared majority vote that the town shall raise and appropriate the sum of \$15,000 to be expended by the Board of Selectmen to conduct studies, provide services and facilitate projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$6,500	Social Worker
Assessors	\$5,000	Assessors' Maps updates
Treasurer/Accountant	\$3,500	Financial Consulting

**ARTICLE 16 – PEG (Public, Educational, Government) Local Access Appropriation:**

On motion of Claude von Roesgen it was voted by declared majority vote to appropriate the sum of \$125,000.00 from the PEG Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle.

ARTICLE 17 – Approve/Fund Collective Bargaining Agreements:  
NO MOTION WAS PRESENTED

ARTICLE 18 – Accept M.G.L. c.90, § 17C, 18B (Speed Limits):

On motion of Luke Ascolillo it was voted by declared majority to accept the provisions of M.G.L. Ch.90, §§17C and 18B which would allow the Town to establish a speed limit of 25 mph on any roadway inside a thickly settled or business district that is not a state highway; and, would allow the Town to establish designated safety zones with a speed limit of 20 mph on any roadway that is not a state highway, as well as on state highways with the permission of the Department of Transportation.

ARTICLE 19 – Capital Funding for Technology projects:

On motion of Nathan Brown it was voted by declared majority vote for the town to raise and appropriate the sum of \$25,000 for the purpose of funding for technology capital projects.

ARTICLE 20 – CPA Annual Recommendations

On Motion of Luke Ascolillo, it was voted by a declared unanimous vote that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Year 2019 be approved as follows:

Motion: 1 - FY '19 CPA Appropriations:

On motion of Luke Ascolillo it was voted by declared majority vote that the following amounts be appropriated from the Fiscal Year 2019 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- f. Fifty-Two Thousand Nine Hundred Dollars (\$52,900) be appropriated to the Community Housing Reserve Fund.
- g. Fifty-Two Thousand Nine Hundred Dollars (\$52,900) be appropriated to the Historic Reserve Fund.
- h. Fifty-Two Thousand Nine Hundred Dollars (\$52,900) be appropriated to the Open Space Reserve Fund
- i. Two Thousand Five Hundred Dollars (\$2,500) be appropriated for Administrative Expenses
- j. Three Hundred Sixty-Seven Thousand Eight Hundred Dollars (\$367,800) be appropriated to the fiscal year 2019 Community Preservation Budget Reserve account.

Motion 2 – (FYs '11, '15, and '16):

On motion of Luke Ascolillo it was voted by declared majority that the Town extend the expiration dates in the appropriations made in three prior Town Meeting votes as follows:

- d. from June 30, 2018 to June 30, 2020, in the appropriation approved by Article 21, Motion 4 of the 2011 Annual Town Meeting to the Carlisle Trails Committee.

- e. from June 30, 2018 to June 30, 2020 in the appropriation approved by Article 14, Motion 7 of the 2015 Annual Town Meeting to the Carlisle Affordable Housing Trust.
- f. from June 30, 2018 to June 30, 2020 in the appropriation approved by Article 19, Motion 4 of the 2016 Annual Town Meeting to the Carlisle Conservation Commission.

Motion 3 - (FY '18):

On motion of Luke Ascolillo it was voted by declared majority vote that Fourteen Thousand (\$14,000) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund to the Carlisle Historical Society for the installation of a heat pump system to serve the exhibit rooms and conference room on the first floor, allowing the Society to display and store all artifacts entrusted to the Society in a controlled environment generally meeting modern museum standards, and that such sums may be expended by the Carlisle Historical Society pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2018-001, and further that any portion of such sums not expended by June 30, 2020, shall be returned to the Community Preservation Historic Reserve Fund.

Motion 4 - (FY '18):

On motion of Luke Ascolillo it was voted by declared majority vote that Sixteen Thousand (\$16,000) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund to the Carlisle Conservation Commission for the drilling of a modern well to serve the 100-year-old Bog House, including well casing, pump, power and water conduit to the Bog House, and pressure tank connecting to the existing plumbing in the house, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2018-002, and further that any portion of such sums not expended by June 30, 2020, shall be returned to the Community Preservation Historic Reserve Fund.

**ARTICLE 21 – Amend Section 5.11 of the Carlisle Zoning Bylaws, entitled Temporary Moratorium on Marijuana Establishments:**

On motion of Peter Gambino it was voted by declared two thirds majority vote to amend Section 5.11 of the Carlisle Zoning Bylaws, entitled Temporary Moratorium on Marijuana Establishments, to read as follows:

**5.11 Temporary Moratorium on Marijuana Establishments**

5.11.1 Purpose. By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, manufacture, processing, distribution, sale, possession, testing and use of marijuana. The law provides that it is effective on December 15, 2016, and that a new State agency, the Cannabis Control Commission (CCC), is required to issue regulations regarding implementation by March 15, 2018.

The regulation of such Marijuana Establishments raises novel and complex legal, planning, and public safety issues. The Town needs time to consider and address these issues, as well as the potential impact of the forthcoming Cannabis Control Commission regulations, by means of a comprehensive planning process to consider amending the Zoning Bylaw to regulate Marijuana Establishments. The temporary moratorium provided in Section 5.11.3 is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Zoning Bylaw provisions in a manner consistent with sound land-use planning objectives.

5.11.2 Definition. As used in Section 5.11.3, the term “Marijuana Establishment” shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a “Medical Marijuana Treatment Center” or “RMD” shall not be deemed to be a Marijuana Establishment.

5.11.3 Temporary Moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures as a Marijuana Establishment. The moratorium shall be in effect through June 30, 2019, unless extended, continued, or modified at a subsequent Town Meeting. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of Marijuana Establishments and other related land uses and structures, consider the Cannabis Control Commission regulations regarding Marijuana Establishments when they are issued, and shall consider adopting new provisions of the Zoning Bylaw governing the location, operation and effects of Marijuana Establishments for consideration by the 2018 Annual Town Meeting.

#### ARTICLE 22 – Amend Town Bylaws, Section 3.9, Finance Committee:

On motion of Kate Reid it was voted by declared majority vote to amend Section 3.9.2 of the Town Bylaws as follows (new language in bold italics):

##### 3.9 Finance Committee

3.9.1 The Finance Committee was established under Article 17 of the Warrant for the Annual Town Meeting held February 13, 1933, and further amended under Article 19 of the Warrant for the Annual Town Meeting held March 10, 1969.

3.9.2 There shall be a Finance Committee which shall consider all fiscal questions and may consider municipal questions at their discretion for the purpose of making reports or recommendations to the Town. This committee shall consist of seven (7) voters who shall serve without pay, and members may hold no other elective or appointive Town positions involving expenditure of Town money during their terms of office except that they may serve as members of the Long Term Capital Requirements Committee. Members shall be appointed by the Board of Selectmen with consideration for the demographic composition of the Town. Appointments shall be for terms of three (3) years, expiring on the dissolution of the Annual Town Meeting held for the final year of the term. Within thirty (30) days after the dissolution of each Annual Town Meeting, the Board of Selectmen shall reappoint (or appoint successors to) members whose terms have expired, except that no one shall serve more than three (3) consecutive terms. Within thirty (30) days after the Board of Selectmen has been notified of a vacancy occurring in the committee other than by expiration of term of office, the Board of Selectmen shall fill this vacancy for the unexpired term. The Board of Selectmen may revoke an appointment to the committee if the appointee has failed to attend one half of its regular meetings, or for other cause.

#### ARTICLE 23 – Personnel Bylaw:

On motion of Nathan Brown it was voted by declared majority vote to amend Article XV of the Town of Carlisle General Bylaws, Personnel Board, Composition, by deleting the language indicated below by a strikethrough.

15.3.2.1 Composition: The Personnel Board shall consist of five (5) members. One (1) member shall be appointed for a term of one (1) year, two (2) members for terms of two (2) years, and two (2) members for terms of three (3) years. All subsequent appointments shall be made for three (3) years and vacancies shall be filled by the Board of Selectmen. No member of the Personnel Board shall be an employee under the jurisdiction of the Personnel Board, ~~or an appointed or elected official of the~~

~~Town~~. Like all Town employees and board/committee members, the Personnel Board is subject to and shall abide by the provisions of the Conflict of Interest Law, MGL, Chapter 268A. Members shall serve without compensation. The Personnel Administrator shall serve as an advisor to the Personnel Board.

**ARTICLE 24 – Land Transfer (Parcels 4-23A-1 and 4-23A-3) to Conservation Commission:**

On motion of Nathan Brown it was voted by declared majority vote that the town transfer the care, custody, control and management of the following parcels of land from the Board of Selectmen for municipal purposes to the Conservation Commission for open space purposes: (A) that parcel of land located on Hartwell Road, containing 1.97 acres of land, and shown on Carlisle Assessors Maps as Map 4, Block 23A, Lot 1, and further described at the Middlesex North Registry of Deeds in Book: 20279, Page: 84; and (B) that parcel of land located near Hartwell Road and adjacent to the Lot described above, containing 4.98 acres of land, and shown on Carlisle Assessors Maps as Map 4, Block 23A, Lot 3, and further described at the Middlesex North Registry of Deeds in Book: 20279, Page: 84.

ARTICLE 25 – CCRSD Capital Projects - \$1,000,000  
NO MOTION WAS PRESENTED

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to Carlisle Town Hall at 66 Westford Street in said Carlisle on Tuesday, the 8th day of May, 2017 between the hours of seven o'clock forenoon and eight o'clock in the afternoon and there to vote on the following:

**TOWN ELECTION**

**7:00 A.M. TO 8:00 P.M.**

**ELECTION OF OFFICERS** – To see if the Town will vote on the election of the following Town Officers:

Moderator	one for a term of one year
Town Clerk	one for a term of three years
Selectmen	one for a term of three years
Board of Assessors	one for a term of three years
Board of Health	two for a term of three years
Library Trustees	one for a term of three years
Planning Board	two for a term of three years
School Committee	one for a term of three years
Housing Authority	one for a term of three years

**DEBT EXCLUSION QUESTION**

M.G.L. C. 59, §21C(k)

**Question 1:** Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Concord-Carlisle Regional School District for improvements including paving campus entrance roads and improving external lighting?

YES\_\_\_\_\_ NO\_\_\_\_\_

And you are directed to serve this Warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said Meeting.

THEREOF FAIL NOT and make return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the Meeting aforesaid.

Given under our hands this 27th day of March in the Year of Our Lord 2018.

BOARD OF SELECTMEN

\_\_\_\_\_  
Luke Ascolillo, Chairman

\_\_\_\_\_  
Kerry Kissinger, Vice Chairman

\_\_\_\_\_  
Kate Reid, Clerk

\_\_\_\_\_  
Nathan C. Brown

\_\_\_\_\_  
Claude von Roesgen

A True Copy Attest:

\_\_\_\_\_, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said Town at least seven (7) days before the date of the Meeting, as within directed.

\_\_\_\_\_  
Constable of Carlisle

Date Posted: \_\_\_\_\_

The Polls were declared opened at 7:00 AM by Warden Kathleen Devivo-Ash. Cindy Nock and Kate Reid also served as Wardens during the day. Poll workers and Tally Counters were: Nancy Jaysane, Priscilla Stevens, Susan Mills, Susan Pepple, Jerome Lerman, Gay Campbell, Abha Singhal, Marilyn Harte, Paul Anagnostopoulos, Elizabeth Clarke, Teresa Kvietkauskas, Vanessa Moroney, Linda Clark, Barbara Lewis, Linda DiBiase, Nancy Cornelius, Nancy Shoet West, Assistant to the Clerk - Peggy Wang.

TALLY SHEET

ANNUAL TOWN ELECTION  
MAY 8, 2018

12/10/2018 1:02 PM PAGE 1 OF 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	TOTAL	
<b>MODERATOR 1 FOR 1 YEAR</b>																					
DAVIS, WAYNE	46	42	45	44	42	43	44	45	45	42	45	43	44	39	42	47	43	44	16	801	
BEARSE, JAMIE		1																		1	
BLANKS	4	7	5	6	8	7	6	5	5	8	5	7	6	11	8	3	7	6	2	116	
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18	918	918
<b>TOWN CLERK 1 FOR 3 YEARS</b>																					
de ALDERETE, MARY	35	45	39	38	40	36	38	42	41	35	33	38	41	35	39	32	41	35	16	699	
BLANCHETTE, EILEEN	15	5	10	12	10	14	12	8	7	15	16	12	9	14	11	18	9	15	2	214	
BLANKS			1					2		1			1							0	
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18	918	918
<b>SELECTMEN 1 FOR 3 YEARS</b>																					
LEWIS, ALAN LAIRD	44	42	46	41	40	41	42	44	44	42	44	41	41	37	38	44	37	42	16	766	
BLANKS	6	8	4	9	10	9	8	6	6	8	6	9	9	13	12	6	13	8	2	152	
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18	918	918
<b>BOARD OF ASSESSORS 1 FOR 3 YEARS</b>																					
MOSTELLO, KENNETH	43	43	45	41	39	40	43	42	42	41	41	42	42	36	37	45	39	43	15	759	
BLANKS	7	7	5	9	11	10	7	8	8	9	9	8	8	14	13	5	11	7	3	159	
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18	918	918
<b>BOARD OF HEALTH 2 FOR 3 YEARS</b>																					
MARGOLIES, DONNA	41	43	45	43	40	42	41	41	43	44	41	40	37	38	43	40	42	16		763	
THORSEN, TODD	38	41	41	39	39	42	39	39	40	40	42	40	39	34	40	42	39	39	16		729
BLANKS	21	16	14	18	21	16	20	20	17	17	14	19	21	29	22	15	21	19	4		344
TOTAL	100	100	100	100	100	100	##	100	100	100	100	100	100	100	100	100	100	100	36		1836 1836
<b>LIBRARY TRUSTEE 1 FOR 3 YEARS</b>																					
STEVENS, CHRISTINE	45	45	44	44	40	41	42	42	42	44	45	40	42	36	40	44	38	42	16		772
BLANKS	5	5	6	6	10	9	8	8	8	6	5	10	8	14	10	6	12	8	2		146
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18		918 918
<b>PLANNING BOARD 2 FOR 3 YEARS</b>																					
STEVENS, JONATHAN A.	43	41	42	42	40	38	38	41	41	41	41	42	43	37	37	42	40	41	16		746
YELLE, PETER HENRI	40	45	38	40	41	38	43	42	41	40	40	40	42	37	37	41	36	34	16		731
BLANKS	17	14	20	18	19	24	19	17	18	19	19	18	15	26	26	17	24	25	4		359
TOTAL	100	100	100	100	100	100	##	100	100	100	100	100	100	100	100	100	100	100	36		1836 1836
<b>SCHOOL COMMITTEE</b>																					
GAMBINO, MELYNDA NAGY	31	24	26	16	24	28	20	20	25	28	26	29	21	20	31	24	26	23	12		454
LAVERY, SHANNON MAY	18	23	20	27	21	20	26	26	19	16	19	20	28	23	12	19	18	19	6		380
GAGE, BETH														1							1
BLANKS	1	3	4	7	5	2	4	4	6	6	5	1	1	6	7	7	6	8			83
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18		918 918
<b>HOUSING AUTHORITY 1 FOR 3 YEARS</b>																					
BEARSE, MORGAN A.	40	42	41	37	38	38	38	40	41	40	44	40	40	36	35	39	36	38	16		719
FREEDMAN, DAVID																1					1
BLANKS	10	8	9	13	12	12	12	10	9	10	6	10	10	14	15	10	14	12	2		198
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18		918 918
<b>QUESTION 1 YES</b>																					
QUESTION 1 YES	27	26	24	22	24	24	28	27	33	17	25	23	28	22	22	29	21	26	9		457
<b>QUESTION 1 NO</b>																					
QUESTION 1 NO	14	16	15	16	17	10	10	11	9	22	14	10	10	16	14	10	16	15	5		250
<b>QUESTION 1 BLANK</b>																					
QUESTION 1 BLANK	9	8	11	12	9	16	12	12	8	11	11	17	12	12	14	11	13	9	4		211
TOTAL	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	18		918 918

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

WARRANT FOR SEPTEMBER 4, 2018 STATE PRIMARY

MIDDLESEX, SS.

To the Constables of the Town of Carlisle, Massachusetts

**GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

PRECINCT ONE

CARLISLE TOWN HALL, CLARK ROOM, 66 WESTFORD STREET, CARLISLE, MA 01741  
(POLLING LOCATION)

on **TUESDAY, THE FOURTH DAY OF SEPTEMBER, 2018**, from: **7:00 A.M. to 8:00 P.M.** for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

- SENATOR IN CONGRESS.....FOR THIS COMMONWEALTH
- GOVERNOR.....FOR THIS COMMONWEALTH
- LIEUTENANT GOVERNOR.....FOR THIS COMMONWEALTH
- ATTORNEY GENERAL.....FOR THIS COMMONWEALTH
- SECRETARY OF STATE.....FOR THIS COMMONWEALTH
- TREASURER AND RECEIVER GENERAL.....FOR THIS COMMONWEALTH
- AUDITOR.....FOR THIS COMMONWEALTH
- REPRESENTATIVE IN CONGRESS.....THIRD DISTRICT
- COUNCILLOR.....THIRD DISTRICT
- SENATOR IN GENERAL COURT.....THIRD MIDDLESEX DISTRICT
- REPRESENTATIVE IN GENERAL COURT.....FOURTEENTH MIDDLESEX DISTRICT
- DISTRICT ATTORNEY.....NORTHERN DISTRICT
- CLERK OF COURTS.....MIDDLESEX COUNTY
- REGISTER OF DEEDS.....MIDDLESEX NORTHERN DISTRICT

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 24<sup>th</sup> day of July, 2018.  
(month)

Matthew C. Bon  
W. Reid  
Kenyon King

Selectmen of: CARLISLE  
(City or Town)

Warrants posted in public places as follows: Carlisle Post Office, Town Hall Posting Board, Gleason Public Library Vestibule, and Town Website.

John R.  
Constable  
July 26, 2018.  
(month and day)

Warrant must be posted by **August 28, 2018**, (at least *seven days prior* to the **September 4, 2018** State Primary).



<b>TREASURER</b>			
BLANKS		221	19.40%
DEBORAH B. GOLDBERG		918	80.60%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		220	19.32%
SUZANNE M. BUMP		919	80.68%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		19	1.67%
JEFFREY D. BALLINGER		7	0.61%
ALEXANDRA E. CHANDLER		73	6.41%
BEEJ DAS		18	1.58%
RUFUS GIFFORD		319	28.01%
LEONARD H. GOLDER		3	0.26%
DANIEL ARRIGG KOH		223	19.58%
BARBARA A. L'ITALIEN		195	17.12%
BOPHA MALONE		24	2.11%
JUANA B. MATIAS		58	5.09%
LORI LOUREIRO TRAHAN		200	17.56%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		268	23.53%
MARILYN M. PETITTO DEVANEY		525	46.09%
NICK CARTER		345	30.29%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>SENATOR IN GENERAL COURT</b>			
BLANKS		226	19.84%
MICHAEL J. BARRETT		913	80.16%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>			
BLANKS		192	16.86%
BENJAMIN BLOOMENTHAL		129	11.33%
TAMI L. GOUVEIA		661	58.03%
CHRISTIAN W. KRUEGER		156	13.70%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>DISTRICT ATTORNEY</b>			
BLANKS		187	16.42%
MARIAN T. RYAN		556	48.81%
DONNA PATALANO		395	34.68%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>CLERK OF COURTS</b>			
BLANKS		289	7.50%
MICHAEL A. SULLIVAN		850	22.06%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>29.55%</b>
<b>REGISTER OF DEEDS</b>			
BLANKS		262	6.80%
RICHARD P. HOWE, JR.		877	22.76%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>29.55%</b>

<b>REPUBLICAN</b>			
<b>SENATOR IN CONGRESS</b>			
BLANKS		21	7.53%
GEOFF DIEHL		127	45.52%
JOHN KINGSTON		69	24.73%
BETH JOYCE LINDSTROM		62	22.22%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>GOVERNOR</b>			
BLANKS		19	6.81%
CHARLES D. BAKER		194	69.53%
SCOTT D. LIVELY		66	23.66%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>LIEUTENANT GOVERNOR</b>			
BLANKS		61	21.86%
KARYN E. POLITO		218	78.14%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>ATTORNEY GENERAL</b>			
BLANKS		57	20.43%
JAMES R. McMAHON, III		123	44.09%
DANIEL L. SHORES		98	35.13%
Write-In - Maura Healey		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>SECRETARY OF STATE</b>			
BLANKS		71	25.45%
ANTHONY M. AMORE		206	73.84%
WRITE-IN-William Galvin		2	0.72%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>TREASURER</b>			
BLANKS		72	25.81%
KEIKO M. ORRALL		207	74.19%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		64	22.94%
HELEN BRADY		214	76.70%
WRITE-IN-Suzanne Bump		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		67	24.01%
RITA GREEN		210	75.27%
WRITE-IN-Rufus Gifford		1	0.36%
WRITE-IN-Jonathan Golnick		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		273	97.85%
AARON HUTCHINS		4	1.43%
WRITE-IN-Joseph Galasso		1	0.36%
WRITE-IN- Nick Carter		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>SENATOR IN GENERAL COURT</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>

<b>REPRESENTATIVE IN GENERAL COURT</b>			
BLANKS		277	99.28%
WRITE-IN-Doug Stevenson		1	0.36%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>DISTRICT ATTORNEY</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>CLERK OF COURTS</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>REGISTER OF DEEDS</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>LIBERTARIAN</b>			
<b>SENATOR IN CONGRESS</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>GOVERNOR</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>LIEUTENANT GOVERNOR</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>ATTORNEY GENERAL</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>SECRETARY OF STATE</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>TREASURER</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		1	100.00%
DANIEL FISHMAN		0	0.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>

TOWN OF CARLISLE

SEPTEMBER 4, 2018  
STATE PRIMARY ELECTION

FINAL-AMENDED 9-7-2018

<i>SENATOR IN GENERAL COURT</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>REPRESENTATIVE IN GENERAL COURT</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>DISTRICT ATTORNEY</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>CLERK OF COURTS</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>REGISTER OF DEEDS</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>



# Town of Carlisle

Board of Registrars  
MASSACHUSETTS, 01741



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66 Westford Street  
Carlisle, MA 01741  
978-369-6155

**BOARD OF REGISTRARS MEETING**  
**Friday, September 14, 2018**  
**9:00 AM**  
**Carlisle Town Hall – Parlin Room**

Under the provisions of MGL Ch. 54, Sec 135, to oversee the Recount Election of ballots from the September 4, 2018 State Primary.

Carlisle, Massachusetts  
Board of Registrars Meeting Minutes

Election Recount Certification

For

Office of Representative in Congress in the 3<sup>rd</sup> Congressional District  
September 14, 2018

The Secretary of the Commonwealth ordered a District Wide Recount for the office of Representative in Congress in the 3<sup>rd</sup> Congressional District in the Democratic State Primary held on September 4, 2018. The request for this recount was made by the campaigns of Daniel A. Koh and by Lori L. Trahan. The campaigns met all the requirements for a recount and it was scheduled by the Secretary of the Commonwealth for Friday, September 14, 2018. The recount was held in the Clark Room at the Carlisle Town Hall.

Those present at the recount included:

Board of Registrars: Anne Gibbs, Cynthia Schweppe, Mary de Alderete, Town Clerk, and Charlene Hinton, Assistant to the Registrars

Assistant Town Council: Eric Reustle

Police Officer: Paul Smith

Warden: Kate Reid

Election Workers: Peggy Claybrook, Marilyn Harte, Katelyn Huffman (tally), Anne Kadlec (runner), Jerry Lerman, Nancy Pierce, Dianne Reardon, William Thornhill, Sally Zielinski.

Koh and Trahan campaign observers: A total of nine observers

Lawyers for campaigns: Dennis Newman, Trahan Campaign; Kajal Chattopadhyay, Koh Campaign

The following process was observed during the recount. At 8:30 AM the vault was opened and the sealed ballots from the September 4 primary were removed by the Town Clerk accompanied by the police officer. The ballots were brought to the Clark Room.

The Town Clerk opened the Board of Registrar's meeting at 8:32AM and administered the oath to the election workers. Detailed instructions to the workers were read by the Registrar, Cynthia Schweppe.

Envelopes containing the primary ballots were next opened and counted into blocks of 50 each for the recount. At 9:00AM the recount process began. The process was carried out without incident. Three ballots were contested but in each case the issue was resolved by the Registrars.

At 10:11 AM the recount was complete and the final results were read aloud. Results were as follows.

The meeting was adjourned by Cynthia Schweppe, Registrar, at 10:12 AM.

Date 9-14-2018

CARLISLE M.F.S.	Ward (if applicable)	Precinct	Candidate	ORIGINAL TALLY	NEW TALLY
					7
CARLISLE		1	JEFFREY D. BALLINGER	7	7
CARLISLE		1	ALEXANDRA E. CHANDLER	73	73
CARLISLE		1	BEEJ DAS	18	18
CARLISLE		1	RUFUS GIFFORD	319	319
CARLISLE		1	LEONARD H. GOLDER	3	3
CARLISLE		1	DANIEL ARRIGG KOH	223	222
CARLISLE		1	BARBARA A. L'ITALIEN	195	196
CARLISLE		1	BOPHA MALONE	24	24
CARLISLE		1	JUANA B. MATIAS	58	58
CARLISLE		1	LORI LOUREIRO TRAHAN	200	200
CARLISLE		1	All Others	0	0
CARLISLE		1	Blanks	19	19
CARLISLE		1 Total	<b>TOTAL VOTES CAST</b>	<b>1139</b>	<b>1139</b>

Local Election Official Signature



TOWN OF CARLISLE

SEPTEMBER 4, 2018

FINAL-RECOUNTED TOTAL 9-14-2018

STATE PRIMARY ELECTION

VOTE COUNT		PCT 1	%
	8:00 AM	50	1.30%
(Absentees Entered)	9:00 AM	141	3.66%
(Absentees Entered)	10:00 AM	332	8.61%
	11:00 AM	400	10.38%
	12:00 PM	499	12.95%
	1:00 PM	582	15.10%
	2:00 PM	704	18.27%
	3:00 PM	802	20.81%
	4:00 PM	901	23.38%
	5:00 PM	1014	26.31%
	6:00 PM	1165	30.23%
	7:00 PM	1281	33.24%
	8:00 PM	1412	36.64%
<b>TOTAL - FINAL</b>		<b>1412</b>	
UOCAVA BALLOTS		6	
PROVISIONAL VOTERS		1	
<b>TOTAL VOTED</b>		<b>1419</b>	<b>36.82%</b>
<b>TOTAL # REGISTERED VOTERS</b>		<b>3854</b>	
Registered Democrat		1033	
Registered Republican		475	
Registered Libertarian		6	
Registered Unenrolled		2316	
Other		24	
<b>DEMOCRAT</b>			
<b>SENATOR IN CONGRESS</b>			
BLANKS		100	8.78%
ELIZABETH A. WARREN		1038	91.13%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>GOVERNOR</b>			
BLANKS		242	21.25%
JAY M. GONZALEZ		565	49.60%
BOB MASSIE		329	28.88%
WRITE-IN CHARLES BAKER		2	0.18%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>LIEUTENANT GOVERNOR</b>			
BLANKS		279	24.50%
QUENTIN PALFREY		535	46.97%
JIMMY TINGLE		324	28.45%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>ATTORNEY GENERAL</b>			
BLANKS		106	9.31%
MAURA HEALEY		1033	90.69%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>SECRETARY OF STATE</b>			
BLANKS		85	7.46%
WILLIAM FRANCIS GALVIN		715	62.77%
JOSH ZAKIM		339	29.76%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>

<b>TREASURER</b>			
BLANKS		221	19.40%
DEBORAH B. GOLDBERG		918	80.60%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		220	19.32%
SUZANNE M. BUMP		919	80.68%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		19	1.67%
JEFFREY D. BALLINGER		7	0.61%
ALEXANDRA E. CHANDLER		73	6.41%
BEEJ DAS		18	1.58%
RUFUS GIFFORD		319	28.01%
LEONARD H. GOLDER		3	0.26%
DANIEL ARRIGG KOH		222	19.49%
BARBARA A. L'ITALIEN		196	17.21%
BOPHA MALONE		24	2.11%
JUANA B. MATIAS		58	5.09%
LORI LOUREIRO TRAHAN		200	17.56%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		268	23.53%
MARILYN M. PETITTO DEVANEY		525	46.09%
NICK CARTER		345	30.29%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>SENATOR IN GENERAL COURT</b>			
BLANKS		226	19.84%
MICHAEL J. BARRETT		913	80.16%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>			
BLANKS		192	16.86%
BENJAMIN BLOOMENTHAL		129	11.33%
TAMI L. GOUVEIA		661	58.03%
CHRISTIAN W. KRUEGER		156	13.70%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>DISTRICT ATTORNEY</b>			
BLANKS		187	16.42%
MARIAN T. RYAN		556	48.81%
DONNA PATALANO		395	34.68%
WRITE-IN-GEORGE SIMOLARIS		1	0.09%
<b>TOTAL</b>		<b>1139</b>	<b>100.00%</b>
<b>CLERK OF COURTS</b>			
BLANKS		289	7.50%
MICHAEL A. SULLIVAN		850	22.06%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>29.55%</b>
<b>REGISTER OF DEEDS</b>			
BLANKS		262	6.80%
RICHARD P. HOWE, JR.		877	22.76%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1139</b>	<b>29.55%</b>

## STATE PRIMARY ELECTION

REPUBLICAN			
<b>SENATOR IN CONGRESS</b>			
BLANKS		21	7.53%
GEOFF DIEHL		127	45.52%
JOHN KINGSTON		69	24.73%
BETH JOYCE LINDSTROM		62	22.22%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>GOVERNOR</b>			
BLANKS		19	6.81%
CHARLES D. BAKER		194	69.53%
SCOTT D. LIVELY		66	23.66%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>LIEUTENANT GOVERNOR</b>			
BLANKS		61	21.86%
KARYN E. POLITO		218	78.14%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>ATTORNEY GENERAL</b>			
BLANKS		57	20.43%
JAMES R. McMAHON, III		123	44.09%
DANIEL L. SHORES		98	35.13%
Write-In - Maura Healey		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>SECRETARY OF STATE</b>			
BLANKS		71	25.45%
ANTHONY M. AMORE		206	73.84%
WRITE-IN-William Galvin		2	0.72%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>TREASURER</b>			
BLANKS		72	25.81%
KEIKO M. ORRALL		207	74.19%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		64	22.94%
HELEN BRADY		214	76.70%
WRITE-IN-Suzanne Bump		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		67	24.01%
RITA GREEN		210	75.27%
WRITE-IN-Rufus Gifford		1	0.36%
WRITE-IN-Jonathan Golnick		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		273	97.85%
AARON HUTCHINS		4	1.43%
WRITE-IN-Joseph Galasso		1	0.36%
WRITE-IN- Nick Carter		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>SENATOR IN GENERAL COURT</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>

<b>REPRESENTATIVE IN GENERAL COURT</b>			
BLANKS		277	99.28%
WRITE-IN-Doug Stevenson		1	0.36%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>DISTRICT ATTORNEY</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>CLERK OF COURTS</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>REGISTER OF DEEDS</b>			
BLANKS		278	99.64%
WRITE-IN-Joseph Galasso		1	0.36%
<b>TOTAL</b>		<b>279</b>	<b>100.00%</b>
<b>LIBERTARIAN</b>			
<b>SENATOR IN CONGRESS</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>GOVERNOR</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>LIEUTENANT GOVERNOR</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>ATTORNEY GENERAL</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>SECRETARY OF STATE</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>TREASURER</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		1	100.00%
DANIEL FISHMAN		0	0.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>

TOWN OF CARLISLE

SEPTEMBER 4, 2018  
STATE PRIMARY ELECTION

FINAL-RECOUNTED TOTAL 9-14-2018

<i>SENATOR IN GENERAL COURT</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>REPRESENTATIVE IN GENERAL COURT</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>DISTRICT ATTORNEY</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>CLERK OF COURTS</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>
<i>REGISTER OF DEEDS</i>			
BLANKS		1	100.00%
WRITE-IN		0	0.00%
<b>TOTAL</b>		<b>1</b>	<b>100.00%</b>

**WARRANT  
SPECIAL TOWN MEETING – OCTOBER 2, 2018  
THE COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:  
GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Tuesday, the Second of October next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

---

**ARTICLE 1 – Capital Improvements at Concord-Carlisle High School:**

To determine whether the Town will vote to approve \$100,000, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee, for the purpose of making capital improvements at Concord-Carlisle Regional High School, including (i) drainage improvements at Lower Field, (ii) spray booth duct work, (iii) emergency shower repairs, and (iv) an ambulance cut to improve access to the nurse's office, and for the payment of all costs incidental and related thereto, which amount shall be expended at the direction of the Concord-Carlisle Regional School Committee; or take any other action relative thereto.

(BOARD OF SELECTMEN)

*This article would provide Carlisle's share of the cost for various capital improvements to the Concord-Carlisle Regional High School. The costs to be assessed annually over a period of years consistent with the term of bonds to be issued by the district with debt service expected to commence in Fiscal Year 2020.*

**ARTICLE 2 – Design/Engineering Study for Concord-Carlisle High School:**

To determine whether the Town will vote to approve \$200,000, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee, for the purposes of conducting a design and engineering study of the building and campus, including cost analysis and feasibility of potential capital improvements, said study to be undertaken at the direction of the Concord Carlisle Regional School Committee; or take any other action relative thereto.

(BOARD OF SELECTMEN)

*This article would provide Carlisle's share of the cost for a design and engineering study of the Concord-Carlisle Regional High School. The study will assess various capital improvements, including cost analysis and feasibility of (i) additional parking, (ii) potential uses for landfill area, (iii) roadway and lighting improvements, (iv) field improvements including concessions and restrooms, and other items as recommended by the School Committee and Superintendent. The costs to be assessed annually over a period of years consistent with the term of bonds to be issued by the district with debt service expected to commence in Fiscal Year 2020.*

**ARTICLE 3 – Roadway Design Funding for Complete Streets projects**

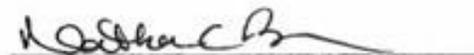
To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of no more than \$85,000 for the purpose of design/engineering for certain traffic and pedestrian safety projects as approved by the Massachusetts Department of Transportation (MassDOT) in the Town of Carlisle Complete Streets Project Prioritization Plan; said appropriation to be effective only upon receipt of a related award of a capital construction grant from the Commonwealth under the Complete Streets funding program; or take any other action relative thereto.

(BOARD OF SELECTMEN)

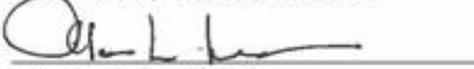
**THEREOF FAIL NOT** and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

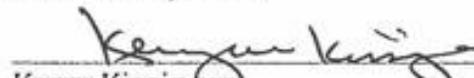
Given under our hands this 28th day of August in the Year of Our Lord 2018.

BOARD OF SELECTMEN

  
Nathan C. Brown, Chairman

  
Kate Reid, Vice Chairman

  
Alan Lewis, Clerk

  
Kerry Kissinger

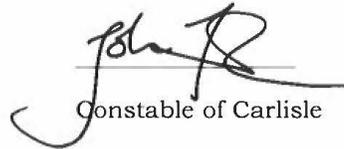
\_\_\_\_\_  
Luke Ascolillo

A True Copy Attest:

JOHN FISHER, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said town at least seven (7) days before the date of the meeting, as within directed.

  
Constable of Carlisle

Date Posted: SEPT 13, 2018

**SPECIAL TOWN MEETING CARLISLE MASSACHUSETTS**  
Corey Building, Carlisle Public Schools  
Tuesday, October 2, 2018  
Abbreviated Notes

The Special Town Meeting was convened on October 2, 2018 at 7:00 PM, in the Corey Building at the Carlisle Public Schools. A total of 12 voters and one visitor were present. Moderator Wayne H. Davis addressed the members of the Meeting and stated that as no quorum was present, he would, with their consent, dissolve the meeting.

With no objections, the meeting was dissolved at 7:01 PM.

**COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH**

**WARRANT FOR THE STATE ELECTION OF NOVEMBER 6, 2018**

**MIDDLESEX, SS.**

To the Constables of the City/Town of CARLISLE, MASSACHUSETTS

**GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in the State Election to vote at

**PRECINCT ONE**

**CARLISLE TOWN HALL, CLARK ROOM, 66 WESTFORD STREET, CARLISLE, MA 01741**

**POLLING LOCATION**

on **TUESDAY, THE SIXTH DAY OF NOVEMBER, 2018**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

SENATOR IN CONGRESS.....	FOR THIS COMMONWEALTH
GOVERNOR.....	FOR THIS COMMONWEALTH
LIEUTENANT GOVERNOR.....	FOR THIS COMMONWEALTH
ATTORNEY GENERAL.....	FOR THIS COMMONWEALTH
SECRETARY OF STATE.....	FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL.....	FOR THIS COMMONWEALTH
AUDITOR.....	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.....	THIRD DISTRICT
COUNCILLOR.....	THIRD DISTRICT
SENATOR IN GENERAL COURT.....	THIRD MIDDLESEX DISTRICT
REPRESENTATIVE IN GENERAL COURT.....	FOURTEENTH MIDDLESEX DISTRICT
DISTRICT ATTORNEY.....	NORTHERN DISTRICT
CLERK OF COURTS.....	MIDDLESEX COUNTY
REGISTER OF DEEDS.....	MIDDLESEX NORTHERN DISTRICT

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

**SUMMARY**

This proposed law would limit how many patients could be assigned to each registered nurse in Massachusetts hospitals and certain other health care facilities. The maximum number of patients per registered nurse would vary by type of unit and level of care, as follows:

- In units with step-down/intermediate care patients: 3 patients per nurse;

- In units with post-anesthesia care or operating room patients: 1 patient under anesthesia per nurse; 2 patients post-anesthesia per nurse;
- In the emergency services department: 1 critical or intensive care patient per nurse (or 2 if the nurse has assessed each patient's condition as stable); 2 urgent non-stable patients per nurse; 3 urgent stable patients per nurse; or 5 non-urgent stable patients per nurse;
- In units with maternity patients: (a) active labor patients: 1 patient per nurse; (b) during birth and for up to two hours immediately postpartum: 1 mother per nurse and 1 baby per nurse; (c) when the condition of the mother and baby are determined to be stable: 1 mother and her baby or babies per nurse; (d) postpartum: 6 patients per nurse; (e) intermediate care or continuing care babies: 2 babies per nurse; (f) well-babies: 6 babies per nurse;
- In units with pediatric, medical, surgical, telemetry, or observational/outpatient treatment patients, or any other unit: 4 patients per nurse; and
- In units with psychiatric or rehabilitation patients: 5 patients per nurse.

The proposed law would require a covered facility to comply with the patient assignment limits without reducing its level of nursing, service, maintenance, clerical, professional, and other staff.

The proposed law would also require every covered facility to develop a written patient acuity tool for each unit to evaluate the condition of each patient. This tool would be used by nurses in deciding whether patient limits should be lower than the limits of the proposed law at any given time.

The proposed law would not override any contract in effect on January 1, 2019 that set higher patient limits. The proposed law's limits would take effect after any such contract expired.

The state Health Policy Commission would be required to promulgate regulations to implement the proposed law. The Commission could conduct inspections to ensure compliance with the law. Any facility receiving written notice from the Commission of a complaint or a violation would be required to submit a written compliance plan to the Commission. The Commission could report violations to the state Attorney General, who could file suit to obtain a civil penalty of up to \$25,000 per violation as well as up to \$25,000 for each day a violation continued after the Commission notified the covered facility of the violation. The Health Policy Commission would be required to establish a toll-free telephone number for complaints and a website where complaints, compliance plans, and violations would appear.

The proposed law would prohibit discipline or retaliation against any employee for complying with the patient assignment limits of the law. The proposed law would require every covered facility to post within each unit, patient room, and waiting area a notice explaining the patient limits and how to report violations. Each day of a facility's non-compliance with the posting requirement would be punishable by a civil penalty between \$250 and \$2,500.

The proposed law's requirements would be suspended during a state or nationally declared public health emergency.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A **YES VOTE** would limit the number of patients that could be assigned to one registered nurse in hospitals and certain other health care facilities.

A **NO VOTE** would make no change in current laws relative to patient-to-nurse limits.

## QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

### SUMMARY

This proposed law would create a citizens commission to consider and recommend potential amendments to the United States Constitution to establish that corporations do not have the same Constitutional rights as human beings and that campaign contributions and expenditures may be regulated.

Any resident of Massachusetts who is a United States citizen would be able to apply for appointment to the 15-member commission, and members would serve without compensation. The Governor, the Secretary of the Commonwealth, the state Attorney General, the Speaker of the state House of Representatives, and the President of the state Senate would each appoint three members of the commission and, in making these appointments, would seek to ensure that the commission reflects a range of geographic, political, and demographic backgrounds.

The commission would be required to research and take testimony, and then issue a report regarding (1) the impact of political spending in Massachusetts; (2) any limitations on the state's ability to regulate corporations and other entities in light of Supreme Court decisions that allow corporations to assert certain constitutional rights; (3) recommendations for constitutional amendments; (4) an analysis of constitutional amendments introduced to Congress; and (5) recommendations for advancing proposed amendments to the United States Constitution.

The commission would be subject to the state Open Meeting Law and Public Records Law. The commission's first report would be due December 31, 2019, and the Secretary of the Commonwealth would be required to deliver the commission's report to the state Legislature, the United States Congress, and the President of the United States.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A **YES VOTE** would create a citizens commission to advance an amendment to the United States Constitution to limit the influence of money in elections and establish that corporations do not have the same rights as human beings.

A **NO VOTE** would not create this commission.

**QUESTION 3: REFERENDUM ON AN EXISTING LAW**

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?

**SUMMARY**

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A "place of public accommodation, resort or amusement" is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and hospitals. "Gender identity" is defined as a person's sincerely held gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person's physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person's admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person's gender identity. The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

**A YES VOTE** would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

**A NO VOTE** would repeal this provision of the public accommodation law.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 9<sup>th</sup> day of October, 2018.  
(month)

_____	_____
Luke Ascolillo	Alan L. Lewis
_____	_____
Nathan C. Brown	Kate Reid
_____	
Kerry Kissinger	

Selectmen of: CARLISLE

**Warrants posted in public places as follows:  
Carlisle Post Office, Town Hall Posting Board, Gleason Public Library Vestibule, and Town Website**

[Signature] OCTOBER 10, 2018.  
Constable (month and day)  
Warrant must be posted by **October 30, 2018**, (at least *seven days* prior to the **November 6, 2018** State Election).



<b>TREASURER</b>			
BLANKS		132	4.42%
DEBORAH B. GOLDBERG		2050	68.58%
KEIKO M. ORRALL		731	24.46%
JAMIE M. GUERIN		76	2.54%
ALL OTHERS		0	0.00%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>AUDITOR</b>			
BLANKS		116	3.88%
SUZANNE M. BUMP		1808	60.49%
HELEN BRADY		903	30.21%
DANIEL FISHMAN		113	3.78%
EDWARD J. STAMAS		49	1.64%
ALL OTHERS		0	0.00%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
BLANKS		58	1.94%
RICK GREEN		769	25.73%
LORI LOUREIRO TRAHAN		2082	69.66%
MICHAEL P. MULLEN		80	2.68%
ALL OTHERS		0	0.00%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>COUNCILLOR</b>			
BLANKS		760	25.43%
MARILYN M. PETITTO DEVANEY		2220	74.27%
ALL OTHERS		9	0.30%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>SENATOR IN GENERAL COURT</b>			
BLANKS		701	23.45%
MICHAEL J. BARRETT		2279	76.25%
ALL OTHERS		9	0.30%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>			
BLANKS		522	17.46%
TAMI L. GOUVEIA		2185	73.10%
DANIEL L. FACTOR		275	9.20%
ALL OTHERS		7	0.23%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>DISTRICT ATTORNEY</b>			
BLANKS		747	24.99%
MARIAN T. RYAN		2234	74.74%
ALL OTHERS		8	0.27%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>CLERK OF COURTS</b>			
BLANKS		762	25.49%
MICHAEL A. SULLIVAN		2221	74.31%
ALL OTHERS		6	0.20%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>REGISTER OF DEEDS</b>			
BLANKS		426	14.25%
RICHARD P. HOWE, JR.		2078	69.52%
KAREN M. CASSELLA		483	16.16%
ALL OTHERS		2	0.07%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>

TOWN OF CARLISLE

NOVEMBER 6, 2018  
STATE ELECTION

FINAL RESULTS

\*CTF = CENTRAL TABULATING FACILITY

<b>QUESTION ONE - Patient-to-Nurse Limits</b>			
BLANKS		41	1.37%
YES		570	19.07%
NO		2378	79.56%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>QUESTION TWO - Commission on Limiting Election Spending and Corporate Rights</b>			
BLANKS		62	2.07%
YES		2225	74.44%
NO		702	23.49%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>
<b>QUESTION THREE - Transgender Anti-Discrimination</b>			
BLANKS		88	2.94%
YES		2225	74.44%
NO		676	22.62%
<b>TOTAL</b>		<b>2989</b>	<b>100.00%</b>

**2018 Election STATS: 2989 votes cast of 3899 registered = 76.66% voter turnout**

Early Voting: 11 days, 76 hrs., 30 workers, 1,157 voters

Kathy DeVivo-Ash, Charleen Hinton, Helen Young, Nancy Cornelius, Anne Gibbs, Don Miller, Nancy Cornelius, Barbara Lewis, Nancy Jaysane, Gay Campbell, Sarah Goldsmith, Teresa Kvietkauskas, Lyn DiBiase, Nancy Pierce, Barbara Boardman, Ann Miller, Claire Wilcox, Nancy Pirman-Weiss, Bobby Lyman, Bob Supnik, Reuben Klickstein, Cynthia Schweppe, Sally Zielinski, Peggy Wang, Nancy West, Kathy Chick, Priscilla Stevens, Cindy Nock, Chris Chin, Brenda Bonne.

Election Day: 1 day, 13 hrs, 31 Poll Workers, 1,809 voters + 23 Overseas ballots

Kathy Devivo-Ash, Cindy Nock, Kate Reid, Amanda Hickman, Dale Ryder, Susan Pepple, Jim Gettys, Kathy Booth, Charlene Hinton, Jerry Lerman, Nancy Pirman-Weiss, Teresa Kvietkauskas, Paul Anagnostopoulos, Jean Donnelly, Yona Carmichael, Linda Clark, Sally Zielinski, Marilyn Harte, Jean Donnelly, Bob Luoma, Bob Supnik, Sarah Goldsmith, Barbara Boardman, Jean Bagnaschi, Sarah Hart, Reuben Klickstein, Lyn DiBiase, Kathy Chick, Nancy West, Susan Mills, Bobby Lyman.

And lastly, the 44 Vote Counters who tallied 2,989 ballots!

Kate Reid, Jim Gettys, Bob Supnik, Anne Ketchen, Jane Anderson, Martha Supnik, Peggy Claybrook,Carolynn Luby, Barbara Lewis, Jerry Lerman, John Nock, Kathy Henze, Brenda Bonne, Amy Fennick, Rebecca Fortier, Nancy Kuziemski, Mark Reid, Elizabeth Acquaviva, Sally Stokes, Carol Peters, Eric Peters, Kathy Chick, Judy Lane, Bob Zielinski, Carrie Patel, Phil Herman, Jane Barnett, Christine Leary, Kathy Balles, Maxine Crowther, Frank Perez de Alderete, Bob Goldsmith, Melinda Burri, Charles Bennett, Mike Quayle, Patti Hartigan, Bennet Hartigan, Margot Parent, Ginny Lamere, Donna MacMullan, Melinda Lindquist, Parkman Howe, Patricia Simon, Cindy Nock, Assistant to the Clerk, Peggy Wang.

*For their generosity of time, and spirit of volunteerism, the Town is extremely grateful.  
Thank you!*

*Mary de Alderete, Town Clerk – Peggy Wang, Assistant to the Clerk  
Cynthia Schweppe, Anne Gibbs, Board of Registrars  
Cindy Nock, Kathy Devivo-Ash, Kate Reid, Wardens*



## BOARD OF SELECTMEN

The Carlisle Board of Selectmen is pleased to submit this summary of the status of the Town's affairs for the year ending December 31, 2018. Overall, we are pleased to report that the affairs of the Town are in good order and we find ourselves in a healthy and stable financial position. Carlisle continues to be a place of uncommon beauty and a wonderful place to live and raise a family. Our approach to the management of Carlisle's government affairs is guided by four core principles:

- 1) The provision of excellent education for our citizens;
- 2) The protection of our unique physical environment;
- 3) The preservation of small town community values; and
- 4) Fiscal responsibility.

It is paramount to address the balance of our citizens' desires to maintain and enhance the services they have come to expect with the reasonableness of what we can expect all citizens to pay in taxes to fund these services. We see it as our responsibility to put before them budgets and proposals that reinforce the core values outlined above within a realistic financial framework. Ultimately, through the Town Meeting system, the citizens themselves make the decisions. Carlisle is fortunate to have an informed and involved citizenry who regularly make sound choices regarding town affairs.

### **Financial Status**

Financially the town is in solid shape. For the Fiscal year ending June 30, 2018, the town received a clean audit report and a management letter outlining a very small number of non-critical issues we are working to address. Revenues from all sources for the year were approximately \$27.6 million and expenses were \$27.2 million. Certified free cash reserves were approximately \$2.4 million and the Stabilization Fund was approximately \$1.2 million. Total general fund unassigned fund balances as a percentage of total general fund revenues and other financing sources was approximately 12.3%, which is quite healthy. Our bond rating is Aa1 which is effectively the highest possible given the size of the town. As of June 30, 2018 the town had approximately \$12.1 million in long term debt, not including the Town's debt service obligations for the Concord-Carlisle Regional School District school construction.

For this current year (FY19) which will end on June 30, 2019, Town Meeting in May approved a budget of \$28.2 million in revenues and expenses. Within this budget \$200,000 of free cash was used to mitigate what would have been a sharp rise in debt service expenses and to keep the tax increase reasonable. Actually, revenue projected to be generated from the property tax (including new growth) rose by 2.51%. We also currently have excess levy capacity of almost \$1.9 million.

## Highlights from 2018

*Facilities Manager Hiring (01/23/2018)* - Through the Facilities Committee, the BoS began the process of defining a Facilities Manager role and then conducting the search process. We are excited that Stephen Bastek joined us on February 8, 2019. We will continue to work through the Facilities Committee's prioritized list of projects that need to be undertaken both for "catch-up" for neglected issues and to provide improved services for the town. However, as with all expenses we must determine the timing of how these projects fit within the budget during a time of growing fiscal pressure.

*PEG/CCTV changes* - The Town of Concord decided to discontinue services with CCTV as an independent organization. Thus, after negotiation, CCTV was incorporated into a new Town of Concord organization which is now called *Minuteman Media Network (MMN)*.

- The BoS began discussions with the Town of Concord to provide PEG-related services to the Town of Carlisle.
- BOS approve and executed an Inter-Municipal Agreement with Town of Concord beginning October 1, 2018, through June 30, 2020.

*Municipal Power Aggregation (05/29/2018)* – With the help of Colonial Power, the BoS selected Public Power, LLC as the supplier for its Community Choice Power Supply Program ("Program"). This Program is a municipal aggregation which enables local government to combine the purchasing power of its residents and businesses to provide them with an alternative to Eversource Basic Service (M.G.L. c. 164, § 134). This Program only affects the supply portion of your monthly bill. It will not affect the delivery portion of your monthly bill. Eversource will continue to deliver your electricity but Carlisle has chosen the supplier for the Program. Public Power will provide electric power supply for all consumers currently on Basic Service in Carlisle. The agreement selected is a 100% renewable energy option and should help save an average of 3.65% less than the current Eversource supply rate for Basic Service for those household who choose to remain in the program.

*Complete Streets Policy (07/10/2018)* – The "Town of Carlisle Complete Streets Policy" was adopted by the Board of Selectman on July 10<sup>th</sup>, 2018. The goals of this policy are to (1) provide safe and accessible use of our roads by all users and modes (2) improve public and environmental health by encouraging safe walking and bicycle alternatives to vehicle travel; (3) to leverage our network of roads, pathways, and trails to maximize connectivity between home, work, school, and recreation; and (4) to incorporate expansion and enhancements of transportation in our town's Master Plan.

The Town of Carlisle has been awarded \$250,000 to support projects that will improve safety, ADA accessibility, pedestrian and bike mobility, transit access and operations, and

vehicular and freight operations from the Massachusetts Department of Transportation. Construction will take place in the summer of 2019 and includes the following:

- Installation of RRFB signage at 2 Bedford Road crosswalks.
- Rotary redesign to include realigned approaches, truck apron and crosswalk improvements.
- Construct sidewalk to fill network gap between East Street and Library crosswalk

*Fire Chief Search (08/2018 - 4/2019)* – Fire Chief David Flannery announced his retirement effective 12/31/18. The Board of Selectmen appointed a Fire Chief Search Committee in July 2018.

Police Chief John Fisher, Deputy Fire Chief Burt Rubenstein, Firefighter Matthew Herweck, Carlisle resident Marc Wey, Town Administrator Timothy Goddard, Selectman Alan Lewis and Selectman Nathan Brown.

The Fire Chief Search Committee (FCSC) retained Municipal Resources, Inc. (MRI) to assist with the recruitment effort. MRI assisted the FCSC by drafting a job description, position profile and advertisement for the full-time position of Fire Chief.

- FCSC submitted their recommendations to BoS at end of Jan 2019
- BoS conducted Interviews in March 7, 2019.
- We are very excited that Long time town resident and Carlisle Fire Fighter, Bryan Sorrows, was selected. A contract between the parties was signed on 4/9/2019

*Speed Limit Changes (25MPH) – (09/25/2019)* - On April 30, 2018, the Carlisle Town Meeting accepted MGL Chapter 90, s.17c which permitted the Board of Selectmen to establish a 25 MPH speed limit on certain town roadways.

Following a public hearing, the Board approved 25 MPH speed limit on the following roads on September 25, 2018:

Bedford Road eastbound to Stearns Street  
Lowell Street northbound to Morse Road  
Westford Street eastbound to Rockland Road  
Concord Road southbound to Bingham Road  
East Street (from Bedford Rd) northeast to Partridge Lane

*Municipal Solar Project (11/13/2018)* - BoS voted to proceed with the negotiation of a lease and PILOT agreement with a qualified developer who responded to RFP18-1 at each of the two locations: Solar Photovoltaic Facility Overlay District for a canopy-mount solar photovoltaic system and parking lots near the Carlisle Public School for a canopy-mount solar photovoltaic system. A working group was formed to negotiate a lease and PILOT for the approved solar projects.

## **Current Selectmen Core Initiatives**

The Selectmen annually participate in an internal planning process to develop Goals that guide our activities. While this is not a comprehensive list and requires detail, the following are high level categories of the initiatives developed for FY19.

- Sustainable Budget
- Excellent Schools
- Excellence in Public Safety and Citizen Services
- Environment and Infrastructure
- Effective Communication, Leadership and Staff Development

## **Significant Challenges**

While the town's affairs are generally in good shape, there are a number of significant challenges that we face.

- Rising health care costs continue to strain not only the town's budget but the personal budget of our employees. Carlisle is part of a consortium of towns to try to obtain more negotiation power. While this is a tremendous help, more must be done for us to have a sustainable budget. These costs are impacting our ability to provide other services and will begin to cut into existing services if more is not done.
- We are so lucky to have wonderful, talented and dedicated employees in Carlisle. They are one of the Town's many jewels. We must find a balance between continuing excellent benefits and pay while at the same time keeping our costs as low as possible. Carlisle's only source of income is property tax. We must focus here to maintain Carlisle's affordability.
- As do all towns, Carlisle has substantial unfunded liabilities regarding benefits for retired employees, which currently is valued at approximately \$11.8 million. In 2014 we began the process of funding this liability by establishing a trust fund and depositing an initial \$250,000. In 2015 and 2016 we made deposits of \$225,000, and in 2017 made a larger deposit of \$300,000. In 2018 we made a deposit of \$375,000. Maintaining, and working to increase, the funding to address this liability will take diligence as the liability continues to grow at a faster rate than our contributions.
- We continue to service the debt of large capital projects, the Carlisle Public School building, the new Concord-Carlisle high school building, and the new Safety Communication System. This year's warrant articles presented by the Facilities Committee and a few potential upcoming projects the Town will be considering in future years such as a community center and the future of the cranberry bog all will put a strain on the taxpayer.

## **Appreciation**

The Selectmen would like to express our deep appreciation to the Board's dedicated professional staff, Town Administrator Tim Goddard and Executive Assistant Jennifer Gibbons. Their support is invaluable.

Fire Chief David Flannery retired on December 31, 2018. David Flannery served as the Town of Carlisle Fire Chief for the past 15 years, Deputy Chief for 25 years and nine years as a firefighter. The Selectmen on behalf of the Town of Carlisle join the Fire Department in expressing its sincere appreciation for his forty-four years of commendable dedication to the fire service. Deputy Chief Jonathan White retired in May 2018 after serving 15 years as the Deputy Fire Chief and 15 years as Captain. The Selectmen wishes to congratulate Jonathan White upon his retirement and extend its sincere appreciation for his distinguished service to the Town of Carlisle.

We would also like to express our admiration and appreciation to all of our dedicated town employees who do such a wonderful job providing the services for all of us. We are fortunate to have such a wonderful group of employees.

Finally, our town would not function without the involvement and expertise of so many town volunteers. The number of people who volunteer their time and effort to the town is truly extraordinary. It is their enthusiasm, energy and talent that allow us to plan and manage the programs that make our town so special.

Respectfully submitted,

Nathan Brown, Chair  
Kate Reid, Vice Chair  
Alan Lewis, Clerk  
Luke Ascolillo  
Kerry Kissinger

## TOWN COUNSEL

The role of Town Counsel is to provide information about what the law requires, to advise Town officials and boards concerning the law, to protect the legal interests of the Town in the conduct of its affairs, and to represent the Town in judicial and administrative proceedings. This involves the preparation of legal memoranda and the negotiation, drafting or review of protocols, memoranda of understanding or other types of agreements and contracts. In addition, Town Counsel answers questions on topics such as procurement, contracts, insurance, land use, environmental law, wetlands protection, municipal finance, construction law, employment, open meeting and public records requirements, and ethics.

The pending litigation involving the Town includes:

NOAH v. Board of Assessors, Appellate Tax Board Docket No. F335831. The petitioner is the owner of a 26-unit affordable apartment building for low and moderate income seniors. It applied for a property tax abatement for Fiscal Year 2018. The abatement was denied and the owner has appealed to the Appellate Tax Board.

We believe that each matter that comes before Town Counsel deserves careful thought, and we strive to provide the Town with specific, direct and responsive representation. Our efforts on behalf of the Town have benefited from the participation of numerous Town officials and private citizens. We thank the Board of Selectmen, the Town Administrator, and all other Town officials and citizens for their cooperation and assistance.

Respectfully submitted,

Thomas J. Harrington  
Miyares and Harrington LLP  
Town Counsel

# TOWN ACCOUNTANT

## TOWN ACCOUNTANT - FISCAL YEAR 2018

### GENERAL FUND TREASURER'S RECEIPTS

#### Taxes (net of refunds)

Personal Property/Real Estate	26,850,665	
Tax Title	13,887	
Motor Vehicle Excises	910,341	
61 A Forestry Rollback Tax	42,032	
Penalties & Interest - Property Tax	47,066	
Penalties & Interest - Excise	<u>2,851</u>	
		\$27,866,842

#### Fees

Planning Board	10,350	
Town Clerk	2,390	
Dogs	7,080	
Conscom	10,034	
Board of Appeals	2,400	
Selectmen	1,833	
Board of Health	1,164	
Assessors	2,600	
Recreation	<u>36,058</u>	
		\$73,909

#### Other Charges

Recycle	25,247	
Lien Certificates		

	Field Driver	3,350	
	Other	<u>314</u>	\$28,911
<b>Other Departments</b>			
	Police Reports	155	
	Police Special Detail	9,940	
	FY17 School Accrual Not Used	1,429	
	Medicaid AAC	<u>5,518</u>	\$17,042
<b>Licenses &amp; Permits</b>			
	Building Permits	80,896	
	Wiring Permits	17,838	
	Fire Alarm Permits	10,005	
	Plumbing Permits	9,017	
	Septic Licenses	5,625	
	Gas Permits	4,355	
	Gun Permits	1,212	
	Marriage Licenses	<u>400</u>	\$129,348
<b>Revenues from the State</b>			
	Additional Assistance	219,148	
	State Owned Land	149,764	
	Chapter 70	945,616	
	Veterans Benefits Reimbursement	5,068	
	Veterans Abatements	4,488	
	Charter School Tuition Reimbursement	<u>382</u>	

		\$1,324,466
<b>Revenues from Other Governments &amp; Other Fines</b>		
	Court Fines	4,139
	Payments in Lieu of Taxes (Federal Owned Land)	15,019
	Marijuana Tickets	<u>200</u>
		\$19,358
<b>Special Assessments</b>		
	Burials	<u>3,275</u>
		\$3,275
<b>Library</b>		
	Fines & Fees	<u>1,371</u>
		\$1,371
<b>Investments</b>		
	Treasurer's Interest	<u>19,212</u>
		\$19,212
<b>Other Miscellaneous Revenue</b>		
	Solar Renewable Energy Credits (SREC)	3,250
	FY16 Simplex Contract Refund	5,438
	Refund from Inspector General	345
	Refund from Medicare	1,556
	Refund from Eversource	2,554
	Refund from GE	2,578
	2016 Early Voting	1,752
	DRAM Litigation Settlement	312
	111F Reimbursement	<u>45,429</u>
		<u>\$63,214</u>
	Subtotal	\$29,546,948
<b>Cash Balance July 1, 2017</b>		5,268,420

**Warrants Payable FY  
18**

410,603

\$5,679,023

Total Receipts

\$35,225,971

**TREASURER'S EXPENDITURES**

**GENERAL GOVERNMENT**

**Town Counsel**

Legal

92,451

\$92,451

**Historical Commission**

Wages, Part-Time

4,279

Expenses

470

\$4,749

**Board of Appeals**

Wages, Part -Time

9,947

Expenses

2,477

\$12,424

**Finance Committee**

Expenses

202

\$202

**Moderator**

Salary

50

\$50

**Selectmen**

Wages

53,508

Training & Meetings

50

Office Supplies

357

Printing

Other Supplies

1,544

Dues & Subscriptions

2,416

			\$57,875
<b>Copy Machine</b>			
	Agreements	15,075	
	Supplies	<u>2,061</u>	\$17,136
<b>Town/Fincom Reports/Town Meeting</b>			
	Printing	5,994	
	Expenses	<u>3,220</u>	\$9,214
<b>Flag &amp; Clock Care</b>			
	Wages, Part-Time	1,106	
	Other Supplies		\$1,106
<b>Printing &amp; Postage</b>			
	Postage	15,828	
	Miscellaneous	1,480	
	Printing	<u>1,230</u>	\$18,538
<b>Town Administrator</b>			
	Salary	132,651	
	Housing Coordinator	26,624	
	Training/Meetings	1,984	
	Expenses	861	
	Telephone	600	
	Other Supplies	65	
	Dues	613	
	Insurance Premiums	<u>1,000</u>	\$164,398
<b>Small Capital</b>			

	Expenses	<u>5,158</u>	\$5,158
<b>Housing Authority</b>			
	Expenses	<u>206</u>	\$206
<b>Town Accountant</b>			
	Salary	91,984	
	Wages, Part-Time	22,282	
	Education	890	
	Office Supplies	291	
	Dues	<u>110</u>	\$115,557
<b>Professional Services</b>			
	Audit	31,000	
	Revaluation	1,500	
	GIS Maps Update	4,778	
	Planning	600	
	Financial Consultant	248	
	Cranberry Bog Maintenance	<u>10,000</u>	\$48,126
<b>Assessors</b>			
	Salary	93,215	
	Elected Officials	300	
	Wages	37,709	
	Computer-License & Support Training & Meetings Education	7,050	
	Supplies Mileage	932	

	615	
Dues	<u>300</u>	\$140,121
<b>Town Treasurer/Tax Collector</b>		
Salary	115,285	
Wages, Part-Time	28,159	
Part-Time Add'l Staff	5,934	
Assistant's Stipend	1,200	
Equipment Service	1,845	
Payroll Expense	9,304	
Process Tax Bills	6,177	
Bond Expense	3,100	
Training & Meetings	827	
Office Supplies	564	
Retention of Records	1,773	
Mileage	321	
Dues	<u>330</u>	\$174,819
<b>Tax Title Foreclosures</b>		
Tax Title Foreclosures	<u>940</u>	\$940
<b>Town Clerk</b>		
Elected Official	66,953	
Wages, Part-Time	12,569	
Assistant Town Clerk Stipend	1,100	
Training & Meetings	1,050	
Office Supplies	<u>1,337</u>	\$83,009

**Elections &  
Registration**

Clerk	100	
Election Wages	16,096	
Salaries	75	
Computer/Street List	1,694	
Election Supplies	<u>1,514</u>	\$19,479

**Conservation  
Commission**

Wages, Part Time	35,619	
Conscom Officer	75,941	
Printing & Legal Notice	589	
Education & Training	420	
Dues	776	
Office Supplies	633	
Repair & Maintenance	2,590	
Mileage	<u>1,163</u>	\$117,731

**Planning Board**

Wages	46,333	
Planner	53,876	
Legal Ads	190	
Meeting & Site Visits	65	
Dues & Subscriptions	690	
Office Supplies	<u>225</u>	

\$101,379

**Town Hall**

Custodian/Maintenance	50,657	
Electricity	33,200	
Heat	12,103	
Contracts	53,521	
Water Cooler	718	
Computer Maintenance	39,270	
Telephone	12,628	
Building Maintenance	5,744	
Grounds	20	
Supplies	4,457	
Mileage/Phone Reimbursement	<u>838</u>	\$213,156

**Town Hall Article**

Technology Upgrades TM0415	30	
Major Repairs/ Replace TM0415	5,952	
Town Tech Capital Projects TM0415-TM0517	13,625	
Technology Upgrades TM0516	5,000	
Major Repairs/ Replace TM0516	5,584	
Technology Upgrades TM0517	<u>453</u>	<u>\$30,644</u>

**TOTAL GENERAL GOVERNMENT**

\$1,428,468

**EDUCATION**

**District Administration**

Administrator	<u>163,600</u>	\$163,600
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**School Committee**

Secretary	4,000	
Contracted Services	4,690	
Legal Expense	22,416	
Memberships	5,659	
Advertising	<u>2,054</u>	\$38,819

**School Administration**

Salaries	261,682	
Superintendent Insurance	4,500	
Postage	1,000	
Professional Development	13,819	
Office Supplies	3,078	
Memberships	30,920	
Travel	<u>3,761</u>	\$318,760

**Business Office**

Administration	106,774	
Office Supplies	<u>264</u>	\$107,038

**Regular Education**

Salaries - Substitutes	91,600
Office Support	239,418
Classroom Aides	150,278
Technology Support	156,608
Salaries - K-4	1,580,140
Salaries - M.S. (5-8)	1,967,669
Salaries - Physical Education	

	333,077	
Salaries - Art	219,536	
Salaries - Music	265,609	
Salaries - Media/Technology	129,922	
Salaries - ELL	68,468	
Summer Curriculum	66,300	
Professional Improvement	5,290	
Specialists	162,789	
Early Retirement	45,416	
Contracted Services-Home/Hospital	3,209	
Postage	1,252	
General Supplies	19,552	
Physical Education Supplies	5,429	
Art Supplies	6,126	
Music Supplies	16,267	
ELL Supplies	3,388	
Professional Development	38,527	
Stipends	<u>61,413</u>	\$5,637,283

**Student Services/SPED**

Administration	127,813
Special Education Salaries	1,414,527
Clerical	48,852
Aides	362,560
Contracted Services	91,191
Legal Expenses	7,030
Supplies	12,465

	SPED Technology	<u>4,575</u>	\$2,069,013
<b>Texts, Regular Education</b>			
	Texts, Supplies, K-4	11,714	
	Language Arts	37,834	
	Math	28,024	
	Social Studies	2,816	
	Science	25,611	
	Foreign Language	3,531	
	Technology	<u>108,165</u>	\$217,695
<b>School Library</b>			
	Supplies	<u>13,023</u>	\$13,023
<b>School Psychologist</b>			
	Salary	326,830	
	Supplies	<u>1,227</u>	\$328,057
<b>Health Services</b>			
	Nurse Salary	166,255	
	Doctor's Stipend	750	
	Supplies	<u>1,487</u>	\$168,492
<b>Student Activities</b>			
	Transportation	<u>339,630</u>	\$339,630
<b>SPED Transportation</b>			
	Contracted Services	<u>83,556</u>	

			\$83,556
<b>Education Equipment</b>			
	Education Equipment	<u>20,174</u>	\$20,174
<b>Student Activities</b>			
	Supplies	<u>2,011</u>	\$2,011
<b>Custodial</b>			
	Custodians	434,388	
	Office Supplies	21,524	
	Wastewater Treatment Facility	69,339	
	Waste Disposal	<u>7,191</u>	\$532,442
<b>Heating of Buildings</b>			
	Gas Heat	<u>67,897</u>	\$67,897
<b>Utility Services</b>			
	Electricity	143,550	
	Telephone	11,991	
	Water	<u>4,416</u>	\$159,957
<b>Maintenance of Grounds</b>			
	Grounds	<u>3,537</u>	\$3,537
<b>Maintenance of Buildings</b>			
	Contracted Services	<u>99,921</u>	\$99,921
<b>Maintenance of</b>			

**Equipment**

Contracted Services	<u>53,714</u>	\$53,714
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**Tuition to Mass. Schools**

Tuition	<u>519,057</u>	\$519,057
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**School Articles**

Technology Replacement TM0516	11,746	
Annual Maintenance TM0517	11,088	
Tractor Replacement TM0517	25,985	
Technology Replacement TM0517	<u>46,191</u>	\$95,010

**CCRHS**

Assessment	<u>7,783,423</u>	\$7,783,423
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**Vocational Schools**

Assessment	50,404	
Contracted Services	<u>32,399</u>	<u>\$82,803</u>

**TOTAL EDUCATION**

\$18,904,912

**PROTECTION OF PERSONS & PROPERTY****Police Department**

Salaries & Wages	1,404,496
Education	9,806
Printing	85
Cruiser Repair	11,378

	Fuel/Maintenance	19,739	
	Uniforms	21,740	
	Dues	15,989	
	Administration Expense	1,545	
	Equipment	<u>36,937</u>	\$1,521,715
<b>Police Articles</b>			
	Cruiser Replacement TM0415	105	
	Technology Replacement TM0517	6,000	
	Cruiser Replacement TM0517	<u>73,800</u>	\$79,905
<b>Police Station</b>			
	Electricity	13,214	
	Heat	3,488	
	Repair & Maintenance	36,194	
	Cleaning Supplies	<u>93</u>	\$52,989
<b>Fire Department</b>			
	Salaries	117,127	
	Secretarial Wages	10,758	
	Fire Wages	50,316	
	Fire Education & Training	37,824	
	Maintenance Wages	8,765	
	Inspections	19,488	
	Electricity-Station	7,793	
	Heat	5,090	
	Radio Repair	4,426	
	Telephone & IT		

		7,569	
	Building Repair/Maintenance	13,843	
	Equipment Maintenance	9,619	
	Water Cisterns Repair	10,435	
	Water Cisterns Electricity	3,018	
	Vehicles Repairs	41,112	
	Gasoline	1,740	
	Protective Clothing/Uniforms	33,139	
	Dues/Membership	3,274	
	Miscellaneous	4,189	
	Fire Chief Expenses	1,624	
	Additional Equipment	6,046	
	Hose	2,444	
	Municipal Fire Alarm Maintenance	<u>1,062</u>	\$400,701
<b>Fire Department Articles</b>			
	Misc Maintenance Project TM0516	2,026	
	Hydraulic Generator TM0517	25,000	
	Defibrillator TM0517	855	
	Misc Maintenance Project TM0517	<u>5,000</u>	\$32,881
<b>Immunization</b>			
	Medical Supplies	<u>72</u>	\$72
<b>Ambulance</b>			
	Ambulance Wages	43,873	
	EMT-Stipends	42,496	
	EMT-Education & Training	13,632	

Gas & Oil	873	
Maintenance/Repair	3,768	
Medical Supplies	6,653	
Ambulance Billing Charges	<u>3,505</u>	\$114,800

**Building Inspector**

Secretary	25,871	
Education	910	
Telephone	480	
Office Supplies	1,761	
Mileage	<u>3,356</u>	\$32,378

**Dog Officer**

Wages - Part Time	6,250	\$6,250
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**Animal Control Officer**

Field Driver, Wages - Part Time	1,122	
Expenses	<u>-</u>	\$1,122

**Communication Department**

Wages	348,058	
Service Contracts	12,721	
Teletype Maintenance	507	
Education	878	
Telephone	3,586	
Office Supplies	1,232	
Clothing	2,517	
Equipment/Maintenance/Repair	<u></u>	

	<u>6,734</u>	\$376,233
<b>Communication System</b>		
Telecommunication Design TM0516	<u>30,410</u>	<u>\$30,410</u>
<b>TOTAL PROTECTION OF PERSONS &amp; PROPERTY</b>		<u><u>\$2,649,456</u></u>
 <b>DEPARTMENT OF PUBLIC WORKS</b>		
<b>DPW Administration</b>		
Salaries & Wages	<u>594,885</u>	\$594,885
 <b>Construction &amp; Maintenance</b>		
Lines	215	
Signs	3,723	
Road Maintenance	<u>38,820</u>	\$42,758
 <b>Snow &amp; Ice Removal</b>		
Vehicular Supplies	26,535	
Salt CA & Deice	59,290	
Sand	28,086	
Miscellaneous	<u>24,649</u>	\$138,560
 <b>Street Lighting</b>		
Service Contract	1,595	\$1,595
 <b>Other Highway</b>		
Electricity	5,681	
Fuel Service Contracts-Trees	8,054	

		21,670	
	Telephone	381	
	Gasoline	26,632	
	Maintenance & Supplies	58,214	
	Uniforms	<u>4,231</u>	\$124,863
<b>Transfer Station</b>			
	Wages, Part-Time	64,595	
	Electricity	1,502	
	Dumping	121,067	
	Gasoline	14,344	
	Maintenance/Supplies	<u>21,562</u>	\$223,070
<b>DPW Article</b>			
	Snow Plow Equipment TM0516	<u>20,000</u>	<u>\$20,000</u>
<b>TOTAL DPW</b>			<u><u>\$1,145,731</u></u>

**HEALTH & SANITATION**

**Board of Health**

Wages, Part-Time	15,456
Agent	84,297
Animal Inspector	1,000
Inspections	238
Nursing Care	434
Training & Meetings	170
Flu Clinic	434
Rabies Clinic	133
Office Supplies	

		751	
	Mileage	<u>288</u>	\$103,201
<b>BOH Special Articles</b>	Water-Expenses	43	
	BOH-Disease Prevention	596	
	BOH-Water Resource Protection	<u>1,206</u>	<u>\$1,845</u>
<b>TOTAL HEALTH &amp; SANITATION</b>			<u><u>\$105,046</u></u>

**PUBLIC ASSISTANCE**

**Council on Aging Articles**

	Social Service Counseling	6,663	
	Pilot Program-Disabled Resident Transportation	<u>1,810</u>	\$8,473

**Council on Aging**

	Wages	171,855	
	COA Van Driver Wages	8,201	
	Office Operations	5,594	
	Program	6,408	
	Transportation	5,098	
	Newsletter	<u>1,242</u>	\$198,398

**Youth Commission**

	Wages	1,500	
	Custodian	<u>852</u>	\$2,352

**Veteran's Agent**

Wages, Part-Time	1,500	
Veteran's Benefits	<u>8,127</u>	<u>\$9,627</u>

**TOTAL PUBLIC ASSISTANCE**

\$218,850

**Gleason Library**

Salaries & Wages	404,669	
Automation	27,215	
Training & Meetings	516	
Office Supplies	4,083	
Books	33,622	
Teen Books	3,659	
Children's Books	9,362	
Digital	30,171	
Audio	11,297	
Visual	6,438	
Periodicals	6,973	
Additional Equipment	<u>1,110</u>	\$539,115

**Library Building**

Custodial	32,979	
Repair & Maintenance	25,995	
Supplies	<u>2,925</u>	\$61,899

**Library Articles**

Additional Equipment

	2,156	
HVAC Repairs TM0415	45,650	
Computer & Tech Replacement TM0516	1,375	
Computer & Tech Upgrades TM0517	4,000	
Emergency Lighting TM0517	2300	
Miscellaneous Maintenance Projects TM0517	<u>4,405</u>	
		<u>\$59,886</u>
<b>TOTAL LIBRARY</b>		<u><u>\$660,900</u></u>

**RECREATION**

**Parks & Fields**

Wages	84,297	
Mowing	39,850	
Sprinkler Maintenance	4,189	
Electricity	2,851	
Scheduled Maintenance	27,438	
General Maintenance	2,850	
Sanitation	<u>1,980</u>	
		\$163,455

**Recreation Articles**

Tennis Court Renovations	<u>2,111</u>	
		<u>\$2,111</u>

**TOTAL  
RECREATION**

\$165,566

**MISCELLANEOUS**

**Center Park**

Expenses

	5,169	\$5,169
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**Memorial Day**

Wages, Part-Time	232	
Miscellaneous	<u>634</u>	\$866

**State Assessments**

State & County Charges	<u>51,189</u>	\$51,189
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**Encumbrances**

Small Capital	3,487	
Tax Title	2,195	
Conscom	4,182	
Town Offices & Library	3,211	
Police	649	
Communications	8,563	
DPW	671	
Library Encumbered	6	
Library Bldg	750	
Parks/Fields	1,764	
Insurance Encumbered	3,020	
		<u>\$28,498</u>

**TOTAL MISCELLANEOUS**

\$85,722

**INSURANCE & BENEFITS**

Group Insurance	1,043,537
Blanket/Workmen's Comp	231,982
Unemployment	<u>6,573</u>

		<u>\$1,282,092</u>
<b>TOTAL INSURANCE &amp; BENEFITS</b>		<u><u>\$1,282,092</u></u>
<b><u>PENSIONS</u></b>		
	County Retirement	<u>877,464</u>
		<u>\$877,464</u>
<b>TOTAL PENSIONS</b>		<u><u>\$877,464</u></u>
<b><u>DEBT &amp; INTEREST</u></b>		
	Retirement of Debt	975,000
	Interest on Long Term Debt	<u>435,650</u>
		<u>\$1,410,650</u>
<b>TOTAL DEBT &amp; INTEREST</b>		<u><u>\$1,410,650</u></u>
<b>TRANSFERS TO CAPITAL FUND</b>		
	Transfer to Capital Fund	<u>52,626</u>
		<u>\$52,626</u>
<b>TOTAL TRANSFER TO CAPITAL FUND</b>		<u><u>\$52,626</u></u>
<b><u>TRANSFER TO OPEB TRUST</u></b>		
	Transfer to OPEB Trust	<u>300,000</u>
		<u>\$300,000</u>
<b>TOTAL TRANSFER TO OPEB TRUST</b>		<u><u>\$300,000</u></u>
	Subtotal	\$29,287,483
<b>Transfers (Net)</b>		75,368
<b>Cash Balance June 30, 2018</b>		5,567,022
<b>Warrants Payable FY 2017</b>		<u>296,098</u>
		<u>\$5,938,488</u>
	Total	<u><u>\$35,225,971</u></u>

	<b>TAX-2015</b>		
<b>Personal Property</b>			
	Outstanding June 30, 2017	<u>152</u>	\$152
	Outstanding June 30, 2018	<u>152</u>	\$152

	<b>TAX-2016</b>		
<b>Personal Property</b>			
	Outstanding June 30, 2017	<u>2,210</u>	\$2,210
	Payments to Treasurer	1,809	
	Outstanding June 30, 2018	<u>401</u>	\$2,210

<b>Real Estate</b>			
	Outstanding June 30, 2017	<u>9,705</u>	\$9,705
	Payments to Treasurer	9,705	
	Outstanding June 30, 2018	<u>-</u>	\$9,705

	<b>TAX-2017</b>		
<b>Personal Property</b>			
	Outstanding June 30, 2017	<u>1,655</u>	\$1,655
	Payments to Treasurer	1,477	
	Written off by Treasurer	1	
	Outstanding June 30, 2018	<u>177</u>	\$1,655

**Real Estate**

Outstanding June 30, 2017	<u>188,270</u>	\$188,270
Payments to Treasurer	184,135	
Written off by Treasurer	(2)	
Outstanding June 30, 2017	<u>4,137</u>	\$188,270

**TAX-2018**

**Personal Property**

Commitments	<u>331,686</u>	\$331,686
Payments to Treasurer	330,264	
Abatements	296	
Refunds	(296)	
Outstanding June 30, 2018	<u>1,422</u>	\$331,686

**Real Estate**

Commitments	<u>26,575,149</u>	\$26,575,149
Payments to Treasurer	26,628,981	
Abatements	24,687	
Refunds-2018 Prepaid Taxes Paid by Owner & mortgage co	(286,041)	
Written off by Treasurer	(25)	
Outstanding June 30, 2018	<u>207,547</u>	\$26,575,149

**MOTOR VEHICLE EXCISE**

**TAX - 2014**

Outstanding June 30, 2017	<u>852</u>	\$852
Abatements	336	

Refunds	(336)	
Outstanding June 30, 2018	<u>852</u>	\$852
	<b>TAX - 2015</b>	
Outstanding June 30, 2017	<u>1,929</u>	\$1,929
Payments to Treasurer	178	
Abatements	239	
Refunds	(239)	
Outstanding June 30, 2018	<u>1,751</u>	\$1,929
	<b>TAX - 2016</b>	
Outstanding June 30, 2017	<u>11,511</u>	\$11,511
Payments to the Treasurer	3,112	
Abatements	412	
Refunds	(429)	
Written off by Treasurer	5	
Outstanding June 30, 2018	<u>8,411</u>	\$11,511
	<b>TAX - 2017</b>	
Outstanding June 30, 2017	84,811	
Commitments	<u>22,569</u>	\$107,380
Payments to the Treasurer	77,974	
Abatements	6,822	
Refunds	(6,342)	
Written off by Treasurer	4	

Outstanding June 30, 2018	<u>28,922</u>	\$107,380
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**TAX - 2018**

Commitments	<u>963,041</u>	\$963,041
Payments to the Treasurer	842,822	
Abatements	10,833	
Refunds	(6,542)	
Written off by Treasurer Outstanding June 30, 2018	(28)	
	<u>115,956</u>	\$963,041

**SPECIAL REVENUE - SCHOOL LUNCH  
RECEIPTS**

Cash Balance June 30, 2017	38,207	
Lunch Receipts	180,094	
State Reimbursements	22,484	
Warrants Payable FY 18	<u>1,432</u>	\$242,217

**EXPENDITURES**

Salaries & Wages	107,328	
Food & Supplies	57,753	
Cash Balance June 30, 2018	76,921	
Warrants Payable FY 17	<u>215</u>	\$242,217

**COMMUNITY PRESERVATION ACT**

<b>CPA Surcharge - 2016</b>		
Outstanding June 30, 2017	<u>210</u>	\$210
Payment to Treasurer Outstanding June 30, 2018	<u>210</u> -	\$210

<b>CPA Surcharge - 2017</b>		
Outstanding June 30, 2017	<u>3,773</u>	\$3,773
Payment to Treasurer Outstanding June 30, 2018	<u>3,465</u> 308	\$3,773

<b>CPA Surcharge - 2018</b>		
Commitments	<u>463,691</u>	\$463,691
Payment to Treasurer	457,797	
Abatements/Exemptions	4,439	
Refunds	(2,537)	
Written off by Treasurer Outstanding June 30, 2018	<u>6</u> 3,986	\$463,691

<b>CPA Surcharge</b>	
Cash Balance July 1, 2017	1,264,448
Receipts (Net of Refunds)	460,261
State Receipt	75,316
Interest FY18 Expenses	849

	(1,750)	
Transferred to CPA Capital Fund	(580,000)	
Transferred from CPA Capital Fund	<u>20,998</u>	
CPA Balance June 30, 2018		\$1,240,122
Cash Balance June 30, 2018	<u>1,240,122</u>	\$1,240,122

**CPA Capital Fund**

FY07 Initiatives:

Bruce Freeman Trail:

Balance July 1, 2017	5,888	
Transferred to CPA Fund	<u>(5,888)</u>	
CPA Balance June 30, 2018		\$0

FY12 Initiatives:

Trails Improvements:

Balance July 1, 2017	4,202	
FY18 Expenses for Trails Improvements	<u>(440)</u>	
Balance June 30, 2018		\$3,762

FY16 Initiatives:

Carlisle Historical-Central Burial Ground Grant #2016-2:

Balance June 30, 2017	1,550	
Transferred to CPA Fund	<u>(1,550)</u>	
Balance June 30, 2018		\$0

ConsCom Towle Field Grant #2016-3:

Balance June 30, 2017	7,121	
FY18 Expenses for ConsCom Towle Field Grant	<u>(4,721)</u>	

Balance June 30, 2018 \$2,400

Historical Society-Grant #2016-4:

Balance June 30, 2017	13,560	
Transferred to CPA Fund	<u>(13,560)</u>	
Balance June 30, 2018		\$0

FY17 Initiatives:

Town Clerk-Restoration and Preservation Project-Grant #2017-001:

Balance June 30, 2017	15,000	
FY18 Expenses for Town Clerk Grant	<u>(10,349)</u>	
Balance June 30, 2018		\$4,651

Town Clerk-Archiving Project-Grant #2017-007:

Balance June 30, 2017	18,000	
FY18 Expenses for Town Clerk Grant	<u>(18,000)</u>	
Balance June 30, 2018		\$0

Carlisle Historical Society-Lighting-Grant #2017-003:

Balance June 30, 2017	10,000	
FY18 Expenses for Carlisle Historical Society Grant	<u>(8,522)</u>	
Balance June 30, 2018		\$1,478

Gleason Public Library-Preserving Mosquito Collection-Grant #2017-006:

Balance June 30, 2017	5,000	
FY18 Expenses for Gleason Public Library Grant	<u>-</u>	
Balance June 30, 2018		\$5,000

FY18 Initiatives:

Rehabilitation of Banta Davis Little League Field-Grant #2017-004:

Transferred to CPA Capital	50,000	
FY18 Expenses for Rehabilitation of Banta Davis Little League Field	<u>(41,354)</u>	

Balance June 30, 2018		\$8,646
Purchase of 767 Bedford Road-Grant 2017-008:		
Transferred to CPA Capital	500,000	
FY18 Expenses for Purchase of 767 Bedford Road	<u>(500,000)</u>	
Balance June 30, 2018		\$0
Carlisle Historical Society Heat Pump-Grant #2018-001		
Transferred to CPA Capital	14,000	
FY18 Expenses for Carlisle Historical Society Heat Pump	<u>-</u>	
Balance June 30, 2018		\$14,000
Conservation Commission Well @Bog House-Grant #2018-002		
Transferred to CPA Capital	16,000	
FY18 Expenses for Conservation Commission Well @Bog House	<u>(15,720)</u>	
		\$280
CPA Capital Balance June 30, 2018		\$40,217
Warrants Payable FY18		<u>\$66,918</u>
		\$107,135
Cash Balance June 30, 2018	<u>107,135</u>	\$107,135

**Affordable Housing Trust Fund**

FY07 Initiatives:

Affordable Accessory Apartment Program:

Balance July 1, 2017	90,000	
FY18 Expenses for Affordable Accessory Apartment Program	<u>-</u>	
Balance June 30, 2018		\$90,000

FY15 Initiatives:

Grant #2015-1 Community Education on 40B & Support the Development of Community

	Housing	
Balance June 30, 2017	49,620	
FY18 Expenses for Grant #2015-1 Community Education on 40B & Support the Development of Community Housing	(60)	
Balance June 30, 2018	<hr/>	\$49,560
Earnings on Investments (Inception to Date)	9,849	
FY14 Expenses using Earnings on Investments	(5,333)	
FY15 Expenses using Earnings on Investments	-	
FY16 Expenses using Earnings on Investments	-	
FY17 Expenses using Earnings on Investments	-	
FY18 Expenses using Earnings on Investments	-	
Balance June 30, 2018	<hr/>	\$4,516
Affordable Housing Trust Fund Balance June 30, 2018		<hr/> \$144,076
Warrants Payable FY18		\$0
		<hr/> \$144,076
Cash Balance June 30, 2018		\$144,076

**SEPTIC LOAN PROGRAM**

Cash Balance June 30, 2017	-	
Received from Residents-Betterment-Principal	5,195	
Received from Residents-Betterment-Interest	2,045	
Transferred to General Fund	(7,240)	
Cash Balance June 30, 2018		\$0
Cash Balance June 30, 2018		\$0

**OTHER SPECIAL REVENUE**

**RECEIPTS**

**School Grants**

Teacher Quality	6,964	
IDEA	138,308	
Sped Early Childhood	8,740	
Title IV	533	
Puerto Rico Grant	<u>230</u>	\$154,775

**School Other**

CEF	25,001	
Educational Use of Bldgs	15,660	
Library/Lost Books	447	
Athletic Account	37,408	
School Gifts	99,065	
Music Account	16,018	
C. S. A.	15,255	
Preschool Gift	165,887	
Transportation Fee	52,644	
Circuit Breaker	<u>79,554</u>	\$506,939

**Miscellaneous**

COA State Grant	9,991
Library State Aid	5,845
Cultural Council	4,407
Health 53E1/2	54,322
Stickers 53E 1/2	49,385
Recreation 53D	163,359
Planning Board 53G Conscom Intents	17,060

	1,887
Cemetery Lots	3,500
Insurance Refunds	2,298
Consevation Gifts	550
Police Gifts	450
COA Gifts	6,553
COA Van/Transportation Gift	1,315
Trail Maps	1,940
Roadway Reconstruction	164,134
Youth 53E 1/2	1,300
Ambulance Receipts	76,348
Pathways-Gifts	12
Elderly/Disabled Aid	23
Historical 53E 1/2	60
Zoning Board of Appeals 53G	2,000
Foss Farm/Garden Plots 53E 1/2	1,611
Library-Mini Grants	21,195
Building 53E 1/2	112,156
COA-Mini Grant	7,700
COA 53E 1/2	19,919
Center Park Gifts	156
Conscom 53G	2
911 Grants	22,296
CHNA15 Grant	15,000
Public Health Grants	3,528
LRTA (Lowell Regional Transit Authority)	44,723
Carlisle Community Chorus Gifts	6,560

Friends of COA Grant	20,000	
Green Community Grant	45,481	
Trails Gifts	497	
COA-Transportation 53 E 1/2	5,412	
COA Fuel Assistance Gifts	1,000	
PEG Access/Cable TV	114,960	
State Grant-Heat Smart	6,000	
Transportation Network	<u>235</u>	\$1,015,170

Warrants Payable FY 2018		\$39,309
Cash Balance July 1, 2017		<u>\$1,548,888</u>
		<u>\$3,265,081</u>

Total

**EXPENDITURES**

**School Grants**

Teacher Quality	6,964	
IDEA	138,308	
Sped Early Childhood	8,740	
Title IV	533	
Puerto Rico Grant	<u>230</u>	\$154,775

**School Other**

CEF	17,600	
Educational Use of Bldg	15,963	
Athletic Account	36,070	
School Gifts	83,337	

	Music Acct	11,625	
	CSA	13,057	
	Preschool Gift	162,606	
	Transportation	40,202	
	Circuit Breaker	<u>141,444</u>	
<b>Miscellaneous</b>			\$521,904
	COA State Grant	9,991	
	Library State Aid	3,831	
	Arts Council	3,955	
	Health 53E1/2	53,146	
	Stickers 53E 1/2	47,561	
	Recreation 53D	162,832	
	Planning Board 53G	22,000	
	Conservation Intents	3,958	
	Cemetery Lots	2,216	
	Insurance Refunds	2,298	
	Conservation Gifts	189	
	Police Department Gifts	1,346	
	Fire Department Gifts	822	
	Trail Maps	12,216	
	Roadway Reconstruction	97,942	
	Youth Commission	3,750	
	Ambulance Receipts (Transfer to General Fund)	53,000	
	Town Gifts	983	
	Zoning Board of Appeals 53G	1,994	
	Historical 53E 1/2	60	

Foss Farm/Garden Plots 53E 1/2	357	
Library-Mini-Grants	1,592	
Building 53E 1/2	147,313	
COA-Mini-Grant	7,700	
COA 53E 1/2	16,970	
Center Park Gifts	2,840	
911 Grants	25,694	
CHNA 15 GRANT	8,312	
Public Heath Grants	4,664	
LRTA (Lowell Regional Transit Authority)	44,723	
Carlisle Community Chorus Gifts	5,271	
Friends of COA Grant	18,424	
COA-Transportation 53E 1/2	2,388	
COA-Fuel Assistance	2,500	
State Grant-Heat Smart Program	4,797	
State Grant-Complete Streets	<u>21,669</u>	
		\$799,304
Warrants Payable FY 2017		\$33,203
Cash Balance June 30, 2018		<u>\$1,755,895</u>
		<u>\$3,265,081</u>
Total		

#### AGENCY FUNDS

##### RECEIPTS

Cash Balance July 1, 2017	44,986
Police Special Detail	122,078
Meals Tax	540
Student Activity	

Account	1,231	
Firearm Licenses	3,775	
Warrants Payable FY 2018	<u>15,539</u>	\$188,149

**EXPENDITURES**

Police Special Detail	201,421	
Meals Tax	540	
Student Activity Account	4,929	
Firearm Licenses	3,399	
Warrants Payable FY 2017	5,960	
Cash Balance June 30, 2018	<u>(28,100)</u>	\$188,149

**CAPITAL FUNDS**

**RECEIPTS**

Cash Balance July 1, 2017	185,721	
Transferred from General Fund to Reduce Debt	52,626	
BANS Received	<u>3,928,474</u>	\$4,166,821
BANS Repaid	1,020,000	
FY18 Communications Project Expenses	351,605	
Cash Balance June 30, 2018	<u>2,795,216</u>	\$4,166,821

**INVESTMENT FUNDS**

**STABILIZATION FUND**

Balance July 1, 2017	1,158,710	
Interest	<u>18,619</u>	\$1,177,329
Transferred to General Fund	14,945	
Balance June 30, 2018	<u>1,162,384</u>	\$1,177,329

**OPEB (OTHER POST EMPLOYMENT  
BENEFITS) TRUST**

Balance July 1, 2017	731,898	
Transferred from General Fund	300,000	
Interest	<u>13,428</u>	\$1,045,326
Balance June 30, 2018	<u>1,045,326</u>	\$1,045,326

**CONSERVATION FUND**

Balance July 1, 2017	65,463	
Interest	<u>1,038</u>	\$66,501
FY17 Expenses	5,100	
Balance June 30, 2018	<u>61,401</u>	\$66,501

**PERPETUAL CARE FUND**

Balance July 1, 2017	175,069	
Contributions Received	3,500	
Interest & Investment Income	<u>2,586</u>	

		\$181,155
Expended	3,500	
Balance June 30, 2018	<u>177,655</u>	\$181,155

**TRUST FUNDS**

**GLEASON SILENT POOR FUND**

Balance July 1, 2017	11,532	
Interest & Investment Income	<u>169</u>	\$11,701
Balance June 30, 2018	<u>11,701</u>	\$11,701

**SIMON BLOOD SCHOOL FUND**

Balance July 1, 2017	4,210	
Interest & Investment Income	<u>63</u>	\$4,273
Balance June 30, 2018	<u>4,273</u>	\$4,273

**GLEASON TOWN CLOCK FUND**

Balance July 1, 2017	1,729	
Interest & Investment Income	<u>25</u>	\$1,754
Balance June 30, 2018	<u>1,754</u>	\$1,754

**SELINA G. RICHARDSON LIBRARY FUND**

Balance July 1, 2017	1,238	
Interest & Investment Income	<u>19</u>	\$1,257
Balance June 30, 2018	<u></u>	

	<u>1,257</u>	\$1,257
--	--------------	---------

**MARY A. HEALD WORTHY POOR FUND**

Balance July 1, 2017	496	
Interest & Investment Income	<u>7</u>	\$503
Balance June 30, 2018	<u>503</u>	\$503

**WILLIAM H. LITCHFIELD CEMETERY  
FUND**

Balance July 1, 2017	3,143	
Interest & Investment Income	<u>47</u>	\$3,190
Balance June 30, 2018	<u>3,190</u>	\$3,190

**THOMAS A. & MARY GREEN CEMETERY  
FUND**

Balance July 1, 2017	6,234	
Interest & Investment Income	<u>92</u>	\$6,326
Balance June 30, 2018	<u>6,326</u>	\$6,326

**THOMAS A. GREEN PUBLIC GROUNDS  
FUNDS**

Balance July 1, 2017	2,496	
Interest & Investment Income	<u>36</u>	\$2,532
Balance June 30, 2018	<u>2,532</u>	\$2,532

**THOMAS A. GREEN SIDEWALK & TREE  
FUND**

Balance July 1, 2017	7,772	
Interest & Investment Income	114	\$7,886
Balance June 30, 2018	7,886	\$7,886

**MARY A. GREEN LIBRARY FUND**

Balance July 1, 2017	1,238	
Interest & Investment Income	19	\$1,257
Balance June 30, 2018	1,257	\$1,257

**FRED E. & RUTH M. ROBBINS FUND**

Balance July 1, 2017	58,004	
Interest & Investment Income	853	\$58,857
Balance June 30, 2018	58,857	\$58,857

**CAROLINE E. HILL LEGACY**

Balance July 1, 2017	187,519	
Interest & Investment Income	2,735	\$190,254
Expended	10,550	
Balance June 30, 2018	179,704	\$190,254

**ALVIN R. TITUS SCHOLARSHIP FUND**

Balance July 1, 2017	15,376	
Interest & Investment Income	<u>226</u>	\$15,602
Balance June 30, 2018	<u>15,602</u>	\$15,602

**MELONE LIBRARY FUND**

Balance July 1, 2017	266,492	
Interest & Investment Income	<u>3,920</u>	\$270,412
Balance June 30, 2018	<u>270,412</u>	\$270,412

**DONALD A LAPHAM SCHOLARSHIP FUND**

Balance July 1, 2017	40,511	
Interest & Investment Income	<u>596</u>	\$41,107
Balance June 30, 2018	<u>41,107</u>	\$41,107

**HOLLIS TRUST FUND**

Balance July 1, 2017	175,156	
Interest & Investment Income	<u>2,577</u>	\$177,733
Balance June 30, 2018	<u>177,733</u>	\$177,733

**VIVIAN CHAPUT MEMORIAL FUND**

Balance July 1, 2017	3,032	
Interest & Investment Income	<u>45</u>	\$3,077

Balance June 30, 2018

3,077

\$3,077

**TOWN OF CARLISLE  
COMBINED BALANCE SHEET**

JUNE 30, 2018

	Governmental Fund Types			Fiduciary Fund Types	Account Group	Total
	General	Special Revenue	Capital Projects	Trust and Agency	General Long-Term Obligations	
<b>ASSETS AND OTHER DEBITS</b>						
Cash and short-term investments.....	\$ 5,567,021.90	\$ 3,217,013.95	\$ 2,902,351.50	\$ 3,205,837.17	\$ -	\$ 14,892,224.52
Receivables, net of allowance for uncollectibles:						
Real estate and personal property taxes.....	213,834.82	-	-	-	-	213,834.82
Allowance for abatements.....	(116,269.65)	-	-	-	-	(116,269.65)
Tax title.....	15,807.64	220.57	-	-	-	16,028.21
Motor vehicle excise.....	155,891.81	-	-	-	-	155,891.81
Tax deferrals.....	-	-	-	-	-	-
Tax possessions.....	87,421.95	-	-	-	-	87,421.95
Betterments.....	-	37,528.02	-	-	-	37,528.02
Community preservation act.....	-	4,294.85	-	-	-	4,294.85
Notes Receivable.....	-	425,000.00	-	-	-	425,000.00
Police Special Duty Receivable.....	-	-	-	103,461.33	-	103,461.33
Amounts to be provided for retirement of long-term obligations.....	-	-	-	-	12,165,000.00	12,165,000.00
<b>TOTAL ASSETS AND OTHER DEBITS.....</b>	<b>\$ 5,923,708.47</b>	<b>\$ 3,684,057.39</b>	<b>\$ 2,902,351.50</b>	<b>\$ 3,309,298.50</b>	<b>\$ 12,165,000.00</b>	<b>\$ 27,984,415.86</b>
<b>LIABILITIES AND FUND EQUITY</b>						
<b>LIABILITIES:</b>						
Warrants payable.....	736,298.20	39,128.51	66,917.50	15,539.12	-	857,883.33
BAN Payable.....	-	-	3,928,474.00	-	-	3,928,474.00
Accrued School Payroll & Expenses.....	705,171.76	1,612.25	-	-	-	706,784.01
Abandoned property.....	51,541.64	-	-	-	-	51,541.64
Liabilities due depositors.....	-	-	-	59,822.59	-	59,822.59
Deferred revenue.....	356,686.57	467,043.44	-	-	-	823,730.01
Bonds and notes payable.....	-	-	-	-	12,165,000.00	12,165,000.00
<b>TOTAL LIABILITIES.....</b>	<b>1,849,698.17</b>	<b>507,784.20</b>	<b>3,995,391.50</b>	<b>75,361.71</b>	<b>12,165,000.00</b>	<b>18,593,235.58</b>
<b>FUND EQUITY:</b>						
Fund balances:						
Reserved for:						
Encumbrances.....	157,303.44	-	-	-	-	157,303.44
Designated for continuing appropriations.....	317,751.36	-	-	-	-	317,751.36
Amortization of Bond Premium.....	330,409.97	-	-	-	-	330,409.97
Debt Exclusion.....	26,000.20	-	-	-	-	26,000.20
CPA Open Space.....	-	4,500.00	-	-	-	4,500.00
CPA Historical.....	-	144,560.60	-	-	-	144,560.60
CPA Community Housing.....	-	369,504.02	-	-	-	369,504.02
Unreserved:						
Designated for subsequent year's expenditures.....	497,730.00	-	-	-	-	497,730.00
Undesignated.....	2,744,815.33	1,332,657,708.57	(1,093,040.00)	3,233,936.79	-	7,543,420.69
<b>TOTAL FUND EQUITY.....</b>	<b>4,074,010.30</b>	<b>3,176,273.19</b>	<b>(1,093,040.00)</b>	<b>3,233,936.79</b>	<b>-</b>	<b>9,391,180.28</b>
<b>TOTAL LIABILITIES AND FUND EQUITY.....</b>	<b>\$ 5,923,708.47</b>	<b>\$ 3,684,057.39</b>	<b>\$ 2,902,351.50</b>	<b>\$ 3,309,298.50</b>	<b>\$ 12,165,000.00</b>	<b>\$ 27,984,415.86</b>

## TOWN TREASURER

The following is a summary of the financial records and balances of the Town Treasurer for the Fiscal Year ending June 30, 2018:

### CASH BALANCE

Cash Balance, June 30, 2017	\$ 11,493,118.27
<b>Cash Balance, June 30, 2018</b>	<u>\$ 14,892,854.73</u>

### ACCOUNT BALANCES

#### **Interest Bearing Accounts:**

Eastern Bank	\$ 1,394,189.02
Enterprise Bank and Trust Co.	6,773,108.72
UniBank for Savings	2,747,610.08
Mass. Municipal Depository Trust	<u>275,074.03</u>

<b>Total Interest Bearing Accounts</b>	\$ 11,189,981.85
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#### **Combined Investments Funds:**

Eastern Bank	<u>\$ 229,183.20</u>
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<b>Total Combined Investment Funds</b>	\$ 229,183.20
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#### **Trust Funds:**

Eastern Bank	\$ 711,521.71
Enterprise Bank	503,335.31
Mass. Municipal Depository Trust	1,258,775.60
Bartholomew & Co Incorporated	<u>1,000,057.06</u>

<b>Total Trust Funds</b>	\$ 3,473,689.68
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<b>TOTAL CASH AND INVESTMENTS</b>	<u>\$14,892,854.73</u>
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# TAX COLLECTOR

## Schedule of Outstanding Receivables As of June 30, 2018

### **Real Estate & CPA Taxes**

Levy of 2018, including CPA	\$ 211,532.55
Levy of 2017, including CPA	4,445.57
Levy of 2016, including CPA	0.00
Levy of 2015, including CPA	0.00
Prior Years	0.00
Total Real Estate & CPA Taxes	<u>\$ 215,978.12</u>

### **Personal Property Taxes**

Levy of 2018	\$ 1,421.63
Levy of 2017	177.04
Levy of 2016	400.88
Levy of 2015	152.00
Prior Years	0.00
Total Personal Property Taxes	<u>\$ 2,151.55</u>

### **Deferred Property Taxes**

\$ 0.00

### **Taxes in Litigation**

\$ 0.00

### **Motor Vehicle Excise Taxes**

Levy of 2018	\$ 115,955.85
Levy of 2017	28,922.38
Levy of 2016	8,410.62
Levy of 2015	1,751.08
Prior Years	851.88
Total Motor Vehicle Excise Taxes	<u>\$ 155,891.81</u>

### **Tax Liens / Tax Title**

Levy, including CPA	<u>\$ 16,028.21</u>
Total Liens / Tax Title	\$ 16,028.21

### **Tax Foreclosures / Tax Possessions**

Total Foreclosures / Tax Possessions	<u>\$ 87,421.95</u>
	\$ 87,421.95

### **Special Assessments Receivable**

Total Special Assessments Receivable	<u>\$ 37,528.02</u>
	\$ 37,528.02

**HEALTH  
&  
REGULATORY SERVICES**

The following is a summary of the financial records and balances of the Town Treasurer for the Fiscal Year ending June 30, 2018:

**CASH BALANCE**

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<b>Cash Balance, June 30, 2018</b>	<u>\$ 14,892,854.73</u>

**ACCOUNT BALANCES**

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Total Interest Bearing Accounts	\$ 11,189,981.85
---------------------------------	------------------

Combined Investments Funds:

Eastern Bank	<u>\$ 229,183.20</u>
--------------	----------------------

<b>Total Combined Investment Funds</b>	\$ 229,183.20
--	---------------

**Trust Funds:**

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Mass. Municipal Depository Trust	1,258,775.60
Bartholomew & Co Incorporated	<u>1,000,057.06</u>

Total Trust Funds	\$ 3,473,689.68
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<b>TOTAL CASH AND INVESTMENTS</b>	<u>\$14,892,854.73</u>
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## BOARD OF ASSESSORS

The Board of Assessors operates under the authority of Massachusetts General Laws and the Department of Revenue. In Carlisle, the Board of Assessors consists of three members who are elected to three-year terms. The Assessors' primary duty is to value all real estate and personal property in the town that is subject to taxation. The Board is to assess all properties at their full and fair market value as of January 1<sup>st</sup> preceding each fiscal year.

Assessors are required to submit these values to the Commonwealth of Massachusetts Department of Revenue for certification every three years. In the years between certifications, assessors must also maintain values. The assessors review sales and the market activity every year and thereby monitor values each year. This is done so that the property taxpayer pays his or her fair share of the cost of local government.

Under Proposition 2 ½, Massachusetts' cities and towns are limited in the total property taxes that can be collected from one year to the next. Tax revenues cannot exceed 2 ½ percent of the prior year's allowable levy, with exceptions for revenue derived from new construction (New Growth), and citizen override elections.

The Board reported \$14,474,473 in new growth valuation to the Department of Revenue, which was certified for the fiscal year 2019 tax rate setting process. The tax rate in the Town increased from \$18.17 to \$18.29 for fiscal year 2019. The Town has a total assessed valuation of \$1,508,195,611 which includes exempt properties.

Below is a chart listing the Fiscal Year 2019 breakdown by Property Class:

<u>Property Class</u>	<u>Parcel Count by Class</u>	<u>Total Value by Class</u>	<u>Tax Rate per \$1,000</u>	<u>Total Tax by Class</u>	<u>% of Levy by Class</u>
Residential	1996	1,481,526,308	\$18.29	\$27,097,116.17	98.2317%
Open Space	-	-	0.00	-	0.00%
Commercial	69	7,814,607	18.29	142,929.16	0.5181%
Industrial	2	1,177,400	18.29	21,534.65	0.0781%
Personal Property	72	17,677,296	18.29	323,317.74	1.1720%
Exempt	175	73,761,000	0.00	0	0.00%
<b>Totals:</b>	<b><u>2314</u></b>	<b><u>1,508,195,611</u></b>		<b><u>\$27,584,897.72</u></b>	<b><u>100.00%</u></b>

The Board received 13 applications for abatement during the appeal period for FY 2018.

Assessors are elected (in Carlisle) or appointed locally in Massachusetts's cities and towns. Massachusetts State Law requires assessors to list and value all real and personal property. The valuations are subject to "ad valorem" basis for taxation, which means that all property should be taxed "according to value". Assessed values in Massachusetts are based on "full and fair cash value" or 100 percent of fair market value.

Assessors do not make the laws that affect property owners. Our Massachusetts Legislators enact tax laws. The Department of Revenue establishes various guidelines and regulations to implement the legislation. The assessors, in short, follow the procedures established by others to set the value of property. Market Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The Town itself determines the level of property taxation through its town meeting by voting on total spending for the Fiscal Year. Whether assessments increase or decrease, tax rates are adjusted annually to raise the revenue required to fund local government operations.

Melissa M. Stamp, Principal Assessor  
Kenneth Mostello, Chairman  
David Boardman  
Teresa Pauler Kvietkauskas

# BOARD OF HEALTH

The year 2018 was one of challenges, resilience and success for the Board of Health on behalf of the residents of Carlisle. It was a productive year of putting the Board's mission into action. Over 400 visitors were served at the Health Department Counter including residents, contractors, engineers, realtors, and prospective buyers. The business of the Board is the business of the town. According to the *2017 Caring4Carlisle Community Health Assessment Report* Carlisle ranks high as one of the best Massachusetts communities to live in due to its sense of community, safety, rural characteristics and healthy life styles all of which the Board helps to support.

### **Land Use Permitting and Regulatory Duties**

The majority of Carlisle homes are single family residences utilizing private drinking water wells and on-site septic systems. Protection of groundwater is one of the Board's most important responsibilities. In 2018 the Board initiated a review of its local Sewage Disposal, Water Supply and Subdivision/Special Permit Regulations. The Board added Residential Open Space Communities to its Subdivision Regulations; codified its Geothermal and Irrigation Well requirements and amended its Sewage Disposal Regulations to better address local needs.

**The Mission of the Board of Health is to promote and protect the health of the community. The Board is committed to strengthening the community by promoting healthy behaviors and life styles and by protecting our natural resources and the environment.**

Title 5 Inspections saw a 27% increase over 2017, indicating a strong economy and market turnover of homes. Carlisle's Title 5 Inspection Pass Rate continues to remain strong with a 89% pass rate. Many homeowners chose to add on to their homes including five who applied for Accessory Apartments permits. The Board reviewed and approved a three lot Subdivision of existing homes on Brook Street to correct a zoning deficiency. The Board also approved six Deed Restrictions which allowed owners to increase their living area without requiring an upgrade to the septic system. In May the Board approved four 4-bedroom Sewage Disposal Construction Permits for the Birch Farm Condominium Development on Long Ridge Road. The proposed development was created under a Zoning Variance to allow more than one housing unit per lot. The development replaced a 20-Unit Comprehensive B Application that was withdrawn. Each unit would have an Exclusive Use Area for siting an on-site septic system and private well. Unit owners would be responsible for maintaining the alternative technologies proposed. The first two Occupancy Permits were issued in December for the 16-unit Senior Residential Open Space Community known as Garrison Place on Russell Street. The development is served by a single FAST System and a Perc-Rite leaching area and includes a Public Water Supply. In November, a presentation was given to the Board on a proposed 18-unit Residential Open Space Community off Bedford Road to be

known as Woodward Village. The Development is in the process of obtaining a Special Permit from the Planning Board.

The Board’s Pump and Well Inspector, Ralph Metivier, continues to provide invaluable and timely assistance to homeowners, builders and drillers needing to install or repair a well.

<b>Wells</b>	<b>Decommissioned</b>	<b>Repair</b>	<b>Irrigation</b>	<b>GSHP</b>
10	2	2	1	6

In conjunction with the Concord-Carlisle-Lincoln Heat Smart program, the Board approved six Closed-Loop Geothermal Well applications for Carlisle homeowners. The Board banned Open-Loop Geothermal Wells in Carlisle due to the potential for groundwater contamination. This brings the total of Geothermal Wells installed in Carlisle to nineteen.

**Serving the Community**

Whereas some municipal departments focus on a single demographic or activity such as seniors, youth or public safety the Board of Health serves a wide variety of populations and related activities including residents, visitors, contractors, potential home owners, animal owners and health professionals.

<b>2018 Board of Health</b>	<b>5168 Points of Contact</b>
Visitors to Health Dept.	445
Incoming Phone Calls	1551
Email Replies	3172

<b>Annual Comparison of Visitors to Health Department</b>		
<b>2016</b>	<b>2017</b>	<b>2018</b>
350	438	445

As a follow up to the *Caring4Carlisle* 2017 Community Health Assessment, the Board of Health along with its two collaborators Council on Aging and Planning Board received a \$30,000 Implementation Grant administered by CHNA 15 and funded by Lahey Hospital Medical Center and Winchester Hospital. The Grant Steering Committee chose three projects for funding: \$10,080 for piloting a Public Health Nurse (PHN); \$12,000 for a Feasibility Study for a Community Center and \$5,000 to explore Transportation Options along with \$2,920 allocated for administrative costs. The projects were chosen to remedy aspects of Carlisle that interfere with quality of life according to the Health Assessment. Emerson Hospital Home Care was hired for the PHN project to educate and build awareness on important health topics such as tick borne-disease, vaping, substance abuse and elder health. A monthly Ask-A-Nurse program was established along with a number of blood pressure clinics at senior events. The PHN also helps to fill in the gap between clinical care and follow up management for residents. For the Transportation Project the Town has contracted with Lyft, Inc., to provide subsidized rides for residents age 60 and older or those with transportation challenges. It is expected that the service will begin in early 2019. Following a

competitive Request for Qualifications process a contract was signed with Abacus Architects and Planners to detail facility and programming requirements to help shape what a community center might look like in Carlisle. The center would address social isolation, lack of town gathering places and the need for more community connectivity as identified in the Health Assessment. The proposed location for the center is on town owned land off Bedford Road (Goff Property). Whereas the first two projects (PHN and Transportation) are pilot programs intended to collect data for future programming consideration, the Feasibility Study can be utilized whenever and wherever the town decides to construct a community center.

### **Community Health**

In April 104 households participated in the Hazardous Waste Collection. In June the Board hosted a health education booth at Old Home Day and conducted the Bi-Annual Voluntary Well Testing with the assistance of Nashoba Analytical Laboratories. Thirty-six households had their wells tested, a 33% increase over 2016. Eighty-nine senior residents attended the Senior Flu Clinic held in October. The Board also endorsed a Dept. of Public Health Bio-Monitoring Study to help understand baseline levels of exposure to certain environmental chemicals, such as arsenic and uranium in drinking water. The Board sponsored an informational presentation on the study in September. The Board also collaborated with the Concord Board of Health and Concord Carlisle Youth Services to conduct a substance use assessment. A consultant was hired to collect available data on substance use among all age groups in each town. The substance use data will better inform residents in order to develop a multi-partner community network to reduce substance abuse.

The Lyme Disease Subcommittee continued its work on educating residents about tick-borne disease and prevention. Information and a short quiz to test what residents knew about tick-borne disease was offered at the Old Home Day Booth. The Subcommittee continues to stay abreast of current research and studies and developed a website [www.tickdiseaseincarlisle.org](http://www.tickdiseaseincarlisle.org) for sharing local information and resources. Carlisle continued its participation in the UMass Tick Testing Program. Of the 38 ticks tested 36.8% tested positive for Lyme Disease, 5.26% for Anaplasmosis, and 5.26% for Babesia. 92.11% were found on human hosts. Average host age was 39.7 and average self-reported attachment time was 14.0 hours. May was the predominant month in which ticks were submitted. Spring continues to be the height of the tick season.

### **Emergency Preparedness**

Sheltering took center stage in March when the Board organized a warming, charging, water shelter for two days as the result of a wet, heavy snow storm that caused major power disruptions due to fallen trees. After opening in the School Gymnasium the shelter was moved to Town Hall which had power and offered a more comfortable setting for residents. Thirty-two residents took advantage of the shelter at various times. In October members of the Local Emergency Planning Committee attended an Emergency Dispensing Site (EDS) exercise at the Carlisle Public School for the purpose of evaluating operations. The state was pleased with Carlisle's overall planning efforts and participation of town officials. A few modifications were suggested on access and patient flow which were incorporated into the EDS Plan. Carlisle continues to be an active participant in the re-organized 4AB Public

Health Region consisting of 60 cities and towns in the Metro-West area. Carlisle met all of its emergency response deliverables for the year 2018. This included timed responses to emergency notifications, facility use and staffing drills, and a facility set-up. The Board used the Senior Flu Clinic to test an EDS facility set up. Volunteers from the Council on Aging role play as emergency dispensing staff at the Flu Clinic with Emerson Hospital Home Care Nurses acting as an emergency travel team for homebound seniors.

**Animal Welfare**

In March the Board held its Annual Public Rabies Clinic. Twenty-two cats and dogs were vaccinated with the help of Countryside Veterinary Hospital. In November the Board replaced its Manure Management Regulations with the Keeping of Livestock and Manure Management Regulations. The new Regulations require a permit to keep livestock in town and an annual inspection. Animal Inspectors Larry Sorli and Deb Toher conducted the necessary inspections and issued permits to 78 animal owners. Dog Officers Larry Sorli and Matt Svatek continue to follow up on dog bite reports and required quarantines.

**Staffing**

Following a negative determination by the Selectmen to the Board’s request to transition to a single fulltime assistant instead of two part-time assistants as the result of the growing complexity of the position, the Board hired a second Administrative Assistant, Kris Gines, in September. Gines has been an asset to the Board particularly as the result of her computer skills. Judy Hodges continues her valuable work as the second Administrative Assistant. The Board is capably served by its consultants and inspectors Rob Frado of the Technical Consulting Group, Randy Phelps of Phelps Food Service, Emerson Home Care Hospital, Ralph Metivier as the Well Inspector and Larry Sorli and Deb Toher as Animal Inspectors.

In May Board Member Alan Lewis resigned his position to become a newly elected member of the Board of Selectmen. Although his expertise is missed on the Board, the Town is well-served with his new role. The Board of Health is very grateful for its hard-working staff and the volunteers who continue to offer their services to the Town.

**Board Members**

	Term Expires
Todd Thorsen, Chairman	2021
Donna Margolies, Vice-Chairman	2021
Lee Storrs	2020
Vacant	2019
Todd Brady	2019

**Staff**

- Linda Fantasia, Health Agent
- Judy Hodges, Administrative Assistant
- Kris Gines, Administrative Assistant

**Lyme Disease Subcommittee**  
 Jean Barry, M. D.  
 Charles Bradley, DVM  
 Peter Burn  
 Phyllis Kanki  
 Kristen Amanti  
 Donna Margolies

**Water Quality Subcommittee**  
 Tony Mariano, Sr.  
 Tony Mariano, Jr.  
 Steve Hinton

**Board of Health Finances FY18**

**Operating Account #01519 –Beginning balance \$108,537.00. Ending balance \$5,336.25**

Returned to General Fund:

Balance from operating account #01519	\$5,336.25
License fees and copies	\$5,909.50
Title 5 Inspection fees (\$10 for 85 Inspections)	\$ 850.00
Rabies Clinic	<u>\$ 154.00</u>
	<u>\$12,249.75</u>

**Board of Health 53E ½ Revolving Account #19309**

Beginning balance was \$48,585.78. Ending balance was \$49,761.55. Income was \$54,322.00 and expenses were \$19,424.40 for wages and \$33,721.83 for contractual. This account reflects ongoing engineering, consulting and inspectional services paid for through fees collected.

<b>Revolving Acct</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
<b>Beginning Balance</b>	<b>27,286.26</b>	<b>48,595.30</b>	<b>49,383.34</b>	<b>48,585.78</b>
<b>Ending Balance</b>	<b>48,595.30</b>	<b>49,383.34</b>	<b>48,585.78</b>	<b>49,761.55</b>

**Rabies Clinic**

Income to Countryside Veterinarian Hospital (CVH): \$220.00 (22 pets @ \$10). Cost of vaccine and syringes to CVH \$66.00; donation to the Town for Animal Management \$154.00.

**BOH Special Articles**

**Disease Prevention:** The beginning balance was \$1,308.98 with an ending balance of: \$712.98. Expenses were \$ 596.00 for sharps containers and tick testing publicity.

**Water Resource Protect:** The beginning balance was \$7,500.00 with an ending balance of \$6,293.48. Year to date expenses were \$1206.52 spent for the center well testing done in May, 2018.

**Community Septic Loan Program (Carlisle no longer participates in the CSLP) -**

Program total of eight loans administered; three betterments outstanding

Outstanding Loan Balances (3):	<u>\$37,527.99</u>
Interest from regular tax billing	<u>\$2,038.53</u>

**Title 5 Administrative Grant Account #19366**

Beginning and ending balance was \$886.93. Septic Loan Program Administration.

**Public Health Grants Account #19369** - Beginning/Ending balance \$425.97 (Commonwealth Medicine).

**CHNA 15 Grant Account #19362**

<i>Caring4Carlisle</i> Planning Grant	\$20,000	
2017	Expended	<u>\$19,488.01</u>
	Balance returned to CHNA	<u>\$511.99</u>
<i>Caring4Carlisle</i> Implementation Grant \$30,000		
2018	First-Half 5/31/18	\$15,000.00
	Expended	
<u>2,653.61</u>		
	Balance	<u>\$12,346.39</u>

**Public Health Emergency Preparedness (PHEP) Funding**

Verizon cell phone and iPad for 12 months	\$1,750.00
POD Rental for MRC Trailer Inventory	233.00
Mass. Health Officers Annual Conference for two staff members	1,050.00
Annual Membership 2018 Mass. Health Officers Assoc.	<u>60.00</u>

\$3,093.00

**Annual Statistics for 2018**

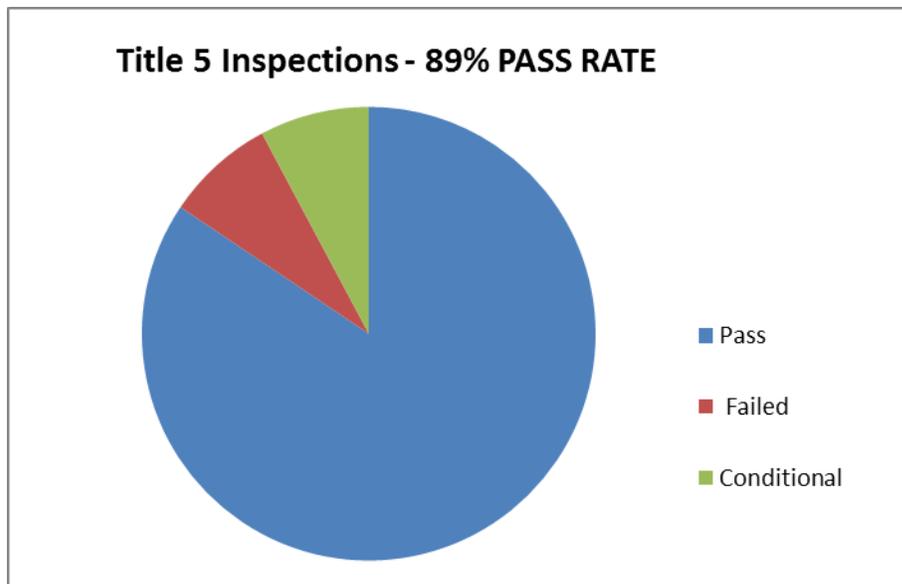
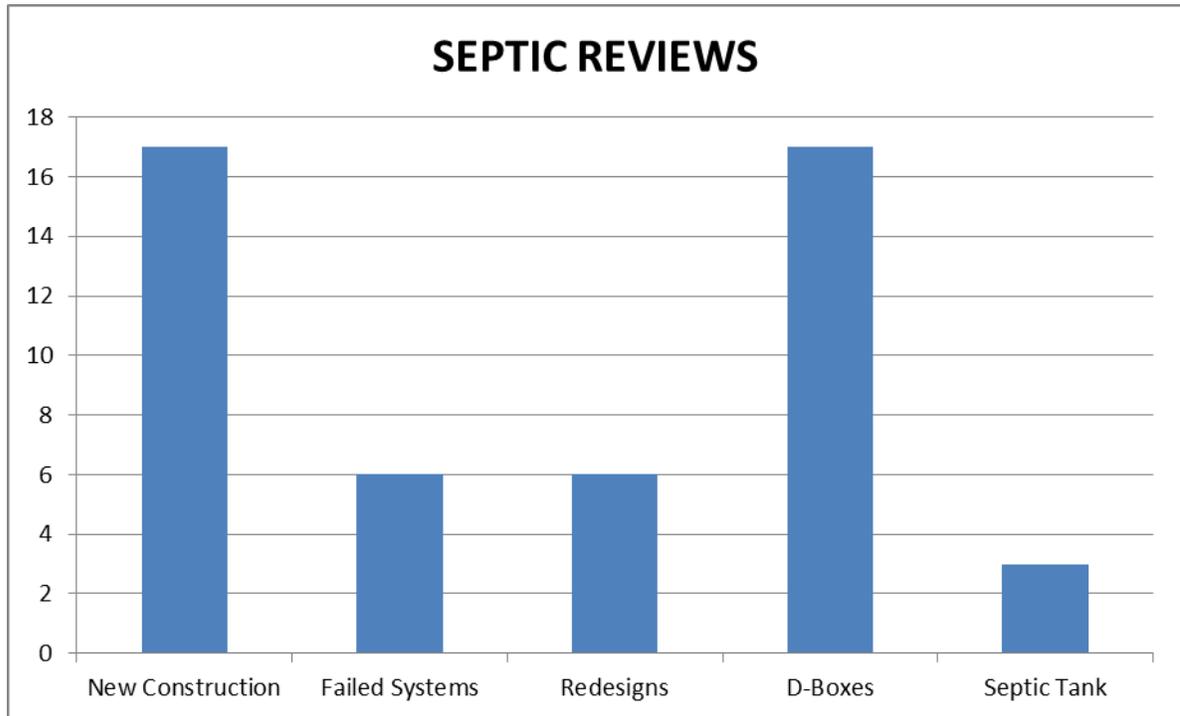
<b>Senior Flu Clinic</b>	<b>89</b>
<b>Confirmed Reportable Diseases</b>	<b>69</b>
Babesiosis	8
Cyclosporiasis	1
Ehrlichiosis	3
Hepatitis C Revoked	2
Hepatitis C	1
Human Granulocytic Anaplasmosis	9
Influenza	26
Lyme Disease	17
Mumps	0
Pertussis	0
Streptococcus pneumonia	0
Varicella	1
Rocky Mountain Spotted Fever	
Revoked	1

<b>Food Establishments</b>	<b>19</b>
○ Churches, School	4
○ Farmers Market	2
○ Food Service/Retail	1
○ Ice Cream Stands	2
○ One-Day Food Permits	9
○ Residential Kitchen(s)	1
<b>Barn Inspections</b>	<b>78</b>
<b>Rabies Clinic</b>	<b>22</b>
○ Animals Tested	<b>0</b>
○ Animal Bites Reported	<b>6</b>
<b>Hazardous Waste</b>	
○ Cars	104
○ Sharps Disposal	14
<b>Septic &amp; Well Licenses</b>	<b>44</b>
Septage Haulers	16
Water System Installers	2
Septic System Installers	26

**BOARD OF HEALTH  
2018 ANNUAL STATISTICS**

**Septic Permit Allocations – 48 Septic Permits**

17 New Construction, 6 Failed Systems, 6 Redesigns, 17 Distribution Boxes, 2 Septic Tanks



## **BUILDING COMMISSIONER**

During the period January 1, 2018 through December 31, 2018, 255 building permits were issued as follows, and \$53,511.45 collected in fees, which were turned over to the Town Treasurer. The Building Inspector addressed 2 zoning issues and complaints.

### Number of Permits

16	New Dwelling
10	Addition
139	Alteration
2	Garage
8	Porch/Deck
2	Barns
10	Woodstove
2	Pool
38	Roof
16	Solar

### INSPECTOR OF WIRES

During the period January 1, 2018 through December 31, 2018, 322 electrical permits were issued and \$21,725.00 collected in fees and turned over the Town Treasurer.

### PLUMBING INSPECTOR

During the period January 1, 2018 through December 31, 2018, 129 plumbing permits were issued and \$8,947.50 collected in fees, which were turned over to the Town Treasurer.

### GAS INSPECTOR

During the period January 1, 2018 through December 31, 2018, 156 gas permits were issued and \$6,007.50 collected in fees, which were turned over to the Town Treasurer.

# COUNCIL ON AGING

## Mission

The mission of the Council on Aging (COA) is to provide advocacy and support services to help Carlisle seniors live dignified and independent lives. The COA strives to continually improve the quality of life for Carlisle residents age 60 years and older, by identifying the needs of the population and matching available resources, both public and private, to meet those needs.

## What is the Council on Aging?

The Council on Aging is a human services department within the Town of Carlisle with a volunteer Board of Directors who are appointed by the Carlisle Board of Selectmen. Established under Massachusetts General Laws, Chapter 40, Section 8B, Councils on Aging plan and implement programs designated to meet concerns of the aging in coordination with programs of the Massachusetts Department of Elder Affairs.

Along with the policy direction, advice and support of the Council on Aging Board of Directors, the COA implements a multitude of programs for the benefit of Carlisle seniors and other residents to provide for social interaction, physical exercise and intellectual and cultural stimulation. The COA also coordinates with area organizations such as Minuteman Senior Services to improve health and safety through direct outreach and education.

## Who we serve?

As our name implies, the Council on Aging was chartered to serve Carlisle's older adult population. In Massachusetts the older adult/senior cohort is considered anyone age 60 and over. As shown below, approximately 83% of the time that is indeed who we serve. However, sometimes social service needs, such as food or fuel assistance, and the value of intergenerational programming trumps all and our services extend to younger age groups. The following is a high-level breakdown of participant demographics for those who took place in our programs during 2018 (as of Dec 31, 2018 Town Clerk Report):

Age 60 +	83%	Under Age 60	17%
Female	65%	Male	35%
From Carlisle	76%	Out of Town	24%

Due to the maturation of the "Baby Boom Generation" Carlisle, like most towns, has seen an increase in our age 60 and over population. According to current Town Clerk records, the distribution of Carlisle's older adult age population at the end of 2018 stood at:

Age 40 +	59%	3,109 residents	Total Population = 5,224
Age 50+	47%	2,460	(not including 24 whose
<b>Age 60+</b>	<b>29%</b>	<b>1,502</b>	birthdates were unknown at
Age 70+	12.5%	652	the end of 2018)
Age 80+	3.7%	194	
Age 90+	0.5%	28	



**\*\*Note** – Unlike the ‘Activity Count,’ column, the Unique Participant totals DO NOT result by adding the amounts from each individual category. Due to participant overlap between categories, the true aggregate figure is lower than the sum of the parts.

**COA Outreach** –During calendar year 2018, along with our volunteers, COA staff members Angela Smith, Deborah Farrell, Linda Cavallo-Murphy and Myriam Fleurimond averaged 651 client calls or meetings per month; more than an 8% increase in volume from the prior year and a 65% increase over the past five years. Below is a breakdown of the type of first-hand contacts that COA staff has had with Carlisle residents; this does not include additional help that is provided by Licensed Social Worker Peter Cullinane.

**Annual ‘Calendar Year’ Comparisons of COA Outreach – Staff Contacts**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<b><u>2018</u></b>
Monthly Average:	344	394	485	574	602	<b>651</b>
Annual Totals:	4,123	4,723	5,820	6,635	7,221	<b>7,809</b>

**2018 Annual Contacts (Addtl Service Stats in bold)**      **Annual**      **Monthly Averages**

Case Mgmt/Advocacy/Outreach	3,193	266
General Information	2,047	171
Volunteer Activity Coordination	831	69
Program Planning	430	36
Misc/Other	406	34
Senior Tax Worker	367	31
Senior Friendly Calls/Visits (Volunteers)	218	18
Medical Equipment lent to Seniors	171	14
Emergency Support	125	10
Food or Fuel Assistance – Seniors	121	10
Senior Visits (Outreach)	80	7
Contractor Communication	57	5
Housing	40	3
SHINE (Medicare & Health assistance)	38	3
Yard Work	36	3
Food or Fuel Assistance – Non-Seniors	32	3
Medical Equipment lent to Non-Seniors	11	1
Employment	3	0
Legal Assistance Referrals	3	0
<b>Total</b>	<b>8,209</b>	<b>684</b>

**Transportation/Trips** – In 2018 the COA, through Transportation Coordinator Deborah Farrell, helped arrange more than an average of 204 rides per month to 150 different people (rides are defined by state transit authorities as one-way trips), which was an almost 40% increase over six years. Most rides were to medical appointments, COA events, or shopping trips. Rides also included visits to local museums, plays and other events that were

coordinated by COA Trip Volunteers Joanne Willens and Lillian DeBenedictis. About 5% of rides were provided through our volunteer driver network.

**Transportation Services – Annual Comparisons of Rides Provided**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Monthly Rides:</b>	146	165	186	207	213	<b>204</b>
<b>Total Rides Provided:</b>	1,759	1,987	2,236	2,490	2,556	<b>2,452</b>
<b>Number of Riders:</b>	147	143	150	161	162	<b>150</b>

**Volunteers**

COA staff, led by Outreach & Program Manager Angela Smith, Transportation Coordinator Debbie Farrell who also handles Meals on Wheels, and COA Outreach & Program Assistants Linda Cavallo-Murphy and Myriam Fleurimond, coordinated the efforts of 167 individual volunteers in 2018, providing 3,981 hours of volunteer service that saved the Town at least \$45,400 in wage expense.

**Communications** – One of the strengths of Carlisle’s Council on Aging is the strong mix of communications media utilized, including:

**Hardcopy Monthly Newsletter** – The *Carlisle Connection* is a twelve-page print newsletter that is delivered free of charge every other month to seniors in Carlisle and once a year to all Carlisle residents. Sponsorship in the form of ads in the newsletter helps our publisher cover the cost of printing, while mailing/postage costs are borne by a combination of Town funding and grants from the State and our Friends of the Carlisle Council on Aging group.

**COA Email Newsletter(s)** – *Bits & Bytes* is a summary of COA and other community events and activities that is emailed on a regular basis. *News You Can Use* includes resources and information that people may find helpful or interesting. Both electronic communications are produced by Principal Production Volunteer Maxine Crowther and COA staff.

**Carlisle Mosquito** - COA staff and board members contribute articles, notices and letters to the *Mosquito*. COA Board members Verna Gilbert and Ann Quenin work as volunteers at the *Mosquito*.

**Cable Television** – The Council on Aging records a monthly cable television show, the Carlisle Community Forum, via Concord Carlisle Cable Television (CCTV), which changed hands in 2018 and is now called Minuteman Media Network (MMN). In 2018 the program was hosted by a rotation that included longtime host Bert Williams, former Selectmen Tim Hult, Doug Stevenson, and Vanessa Maroney, as well as Friends of the COA vice-chair Kerry Kissinger and COA Board Member Jerry Lerman. With grateful assistance from CCTV/MMN staff, the show was produced by COA volunteers: Abha Singhal, Reuben Klickstein, Bill Churchill and Chuck Bagnaschi.

**How We Are Funded?** - The Council on Aging is supported through the Carlisle Town budget, a departmental revolving fund for donations and fees, and a combination of grants, led by the *Friends of the Carlisle Council on Aging* (FCCOA), which is a 501c (3) non-profit organization devoted to helping Carlisle Seniors. Grant support was also provided by the *Concord-Carlisle Community Chest*, the *Executive Office of Elder Affairs* through its State Formula Grant program, and the *Carlisle Cultural Council*. Lastly, the Carlisle COA also receives funding through the Town's affiliation with the Lowell Regional Transit Authority (LRTA). The COA gratefully acknowledges the help and support of all of these generous organizations.

### **Council on Aging Staff & Funding**

COA Director (David Klein) – full-time - funded through the general town budget  
Outreach & Program Manager – (Angela Smith) - full-time – town budget  
Transportation Coord (Debbie Farrell) - 25 hours/week – town budget and LRTA\*  
Administrative Assistant (Linda Cavallo-Murphy) – 16-18 hours/week – town budget  
Administrative Assistant (Myriam Fleurimond) – 8-10 hours/week – town budget  
Lic. Social Worker (Peter Cullinane) - 8 hours/week - Town Meeting Article and grant\*\*  
Part-time drivers (Carl Cline, Pete Dumont, George Payne, Dick Russell, Dana Smith, Emily Stewart, & Bert Williams) about 30 hours/week–Town budget and LRTA grant\*

\* LRTA = Lowell Regional Transit Authority

\*\*CCCC= Concord-Carlisle Community Chest

### **COA Highlights & Changes during 2018**

**COA – Strategic Planning:** In 2018 the COA's Strategic Planning Committee members reviewed goals and streamlined the planning process to more easily update the plan from year to year. The Strategic Plan document contains strategic direction, background information, significant trends, and internally identified Goals supported by an Action Plan. A glossary aids the reader in understanding unfamiliar terms and organizations. Exhibits supporting conclusions can be found in the Appendices. While maintaining flexibility to work as circumstances dictate or opportunities arise, the COA Department and Board present this strategic plan with suggested improvement actions and annual focus areas to prioritize future direction:

- FY '17 Community/Senior Center Feasibility Study
- FY '18 Transportation; Continuation of Community/Senior Center Project
- FY '19 Senior Tax Relief; Housing Options; Web-based program, payment, registration service; Community/Senior Center

The full 2018 - 2022 COA Strategic Plan, is available on the COA page of the Town Website at: <http://www.carlislema.gov/DocumentCenter/View/640/COA-Strategic-Plan?bidId=>

**Intergenerational Collaborations:** In 2018 the Carlisle COA continued to build on the roots of Carlisle's 2015 designation as a *Best Intergenerational Community* (per Generations,

Inc.) by pursuing opportunities to collaborate across the lifespan. Included were trivia games on Saturdays, and a ‘Spring Fling’ dance, where people could bring their children or grandchildren as appropriate and as interests coincided. The COA also sponsored Patti Russo for two sessions of her *Partners in Rhyme* intergenerational poetry program at Concord-Carlisle High School.

Intergenerational quality time kicked into high gear during the summer as the COA worked with RecCom, holding a martial arts demonstration for children and older adults, a juggling presentation and partnering with local farms to present animal programs including a tour of Great Brook Farm. In the fall, with volunteers from the Carlisle PTO and National Charity League, the COA sponsored the aforementioned 4<sup>th</sup> annual Carlisle Road Race, which included participants spanning eight decades.

**Transportation Initiatives** – In 2018 the COA continued to team with a livery service vendor, Flow Transportation, to operate Carlisle’s Pilot Transportation program, which served to increase the scope of time and distance that Carlisle’s handicapped and senior residents have to *accessible*, public transportation rides. A voucher program supports the Pilot Programing through funding authorized at Town Meeting in the spring of 2014. Information about the program is available at: [www.carlislematransportation.com](http://www.carlislematransportation.com).

**Senior Housing:** While an opportunity for development of new senior housing in Carlisle did not present itself in 2018, the COA continued to build bridges in and among the Town’s existing senior housing facilities. In 2018, Carlisle’s senior housing venues continued to host a variety of COA activities and services on a regular basis. Village Court’s Sleeper Room played host to COA-sponsored Men’s & Women’s Breakfasts and monthly Coffees, which include Blood Pressure Clinics. Likewise, several COA-sponsored programs and services were held at Benfield Farms, including: Yoga classes, a monthly Social Hour and bi-monthly Podiatry Clinics. Two new COA activities, Reiki and Meditation programs, began in Benfield in 2018.

Special thanks must be extended to our Council on Aging Board members, who are so often at the core of our volunteer efforts, and without whom much of what we do would not be possible. The COA Board as of the end of calendar 2018 included:

**COA Board Members**

Abha Singhal, Chair  
Ann Quenin, Vice Chair  
Walter Hickman, Treasurer  
Verna Gilbert, Secretary  
Maxine Crowther  
Reuben Klickstein  
Jerome Lerman  
Robert Luoma  
Donna MacMullan

**COA Board Associates**

John Ballantine  
Carole Fiorentino  
Sally Hayen  
Ann James

**More Special Thanks** - In the spirit of collaboration often seen in Carlisle, it is common for the Town's departments to work together. Examples are too numerous to remember! The COA works with the Police and Fire Departments to help prevent scams and identify isolated and frail seniors who may benefit from a program called *R U OK*, in which the Carlisle PD provides a daily automated check-in telephone call. Similarly, the COA, in collaboration with the Town's Local Emergency Planning Committee, works with the Fire Department to manage a "special needs" list of residents who wish to be contacted during severe weather or other emergencies where they may need assistance.

The COA works with the Housing Authority on affordable housing and the Health Department on flu clinics and other health initiatives such as CHNA Community Health grants, which funded a part-time Public Health Nurse pilot in 2018. The COA and the Gleason Library have a very close working relationship, often coordinating and co-sponsoring cultural and community activities such as the monthly *Community Conversations*. The Friends groups of both the Library and the COA work together to co-fund programs in Carlisle. We simply could not run many of our most important programs and services without the support of the Friends of the Carlisle COA and the leadership and support of our Council on Aging Board. They're a special group of people.

## **HOUSING AUTHORITY**

### Year in Review

The Housing Authority (CHA) sought support from the Carlisle Affordable Housing Trust (CAHT) for \$25,000 in Community Preservation Act funds in order to hire a consultant to determine the feasibility and level of demand for affordable housing in Carlisle. The Housing Trust voted 6-1 not to support the funding request. Notwithstanding the lack of support from the CAHT, the Housing Authority filed an application with the Community Preservation Committee (CPC) for a \$20,000 grant. When it became clear that the CPC would not recommend the grant to Town Meeting, the Housing Authority withdrew its application.

The CAHT proposed professional mediation to help bridge the disagreements with the CHA. The CHA expressed interest in participating.

Barbara Bjornson resigned from the CHA due to family responsibilities. New Carlisle resident Morgan Bearse was elected to fill the remaining three years of the term.

The CHA relayed a request from Neighborhood of Affordable Housing (NOAH) Executive Director Phil Giffie to the BOS that they consider a monthly payment of \$500-1000 per month for use of the public space at Benfield Farms by town organizations.

The CHA's sought funding in the FY19 budget for the housing coordinator position. The BOS asked Tim Goddard, Town Administrator, for his recommendation regarding housing staffing needs. The working group he formed to assist him recommended that existing Town Hall staff could handle administrative needs of the CHA and that a regional consortium of affordable housing consultants being used by several nearby towns could provide the necessary expertise for housing studies.

The CHA proposed an amendment to the Town's FY19 Operating Budget to eliminate the \$7,500 allocated in the proposed budget for a regional housing consortium and to add \$41,500 to fund a housing coordinator staff position for 18 hours per week. The BOS and Finance Committee opposed the amendment. The amendment failed to pass.

Former Carlisle Housing Coordinator Elizabeth Barnett was honored in June by the Massachusetts Housing Partnership as one of two Housing Heroes for 2018.

Alan Lehotsky moved out of Carlisle and per statute was removed from the CHA.

On September 10, the four remaining CHA members submitted their resignations to the Massachusetts Department of Housing and Community Development (DHCD), providing copies of their resignation letter to the BOS and other town officials, other state and regional housing agencies, and local media outlets including the Boston Globe. The

DHCD informed Town Administrator Tim Goddard noting that the Town may allow the seat to remain vacant or may fill the vacant seats on a temporary basis.

In November the Selectmen created a subcommittee to consider the elimination of the CHA, including the possibility of appointing three new members to transfer any legal obligations of the CHA to other Town entities and then, per statute, to determine “that there is no further need for its existence, that it has no property to administer, and that all outstanding obligations of the authority have been satisfied,” to vote to submit the question of its dissolution to the voters at 2019 Annual Town Meeting.

The Selectmen are expected to appoint three new members to the CHA in January 2019.

## HISTORICAL COMMISSION

The main role of the Carlisle Historical Commission (CHC) is to act as the Historic District Commission for the Carlisle Historic District, which primarily includes the town center, and to act as the Historical Commission for the town as a whole. The membership of the Historical Commission is prescribed by Article 9 of the Carlisle General Bylaws, and consists of 5 members and up to 3 alternate members to be appointed by the Selectmen. The membership must include at least one architect and a nominee from the Carlisle Planning Board.

The Historic District and Historical Commission were created to preserve and protect the distinctive characteristics and architecture of buildings and places that are significant in the history of Carlisle; to maintain and improve the settings for such buildings and places; and to encourage designs compatible with the character of the Historic District.

In its role as the Historic District Commission, the CHC receives, hears, and rules on applications for alterations to the exterior of structures within the Historic District, and alterations to hardscaping (paving, stone work, etc.) on a property. During 2018, the CHC reviewed six new applications, and issued five Certificates of Appropriateness. The applications reviewed by the Commission included:

- Reviewed, modified and approved an application for installation of new exterior lighting for a business sign at an established business within the Historic District.
- Reviewed and approved an application for exterior changes pertaining to installation of new Public Safety Communications System antennas and support equipment at the Carlisle Police Station.
- Reviewed, modified and approved an application for two business signs for a company newly located within the Historic District.
- Reviewed and approved an application for gutter replacement at a property within the Historic District.
- Reviewed and approved an application for installation of a standby power generator at a property within the Historic District.
- Commenced review of an application for proposed exterior revisions to a business within the Historic District

The CHC also held informal discussions on most of these applications before the formal hearing – a process that the Commission continues to encourage, as it is an opportunity to provide important guidance to the applicant, and has regularly resulted in streamlining the hearing process for the applicant.

During 2018, the CHC received several requests for review and discussion:

- Community Preservation Committee (CPC) application for funding for installation of a second heat pump at the Heald House.

- CPC application for funding for a water supply well at the Heald House.
- Status reports and discussions of in-process project at 21-23 Bedford Road.
- Presentations by and discussions with the Complete Streets Working Group regarding possible projects in Town Center. In December, the Town was awarded \$250,000 from the MA Complete Streets Funding Program for several of these projects.
- Review of proposed sign revisions as part of an Eagle Scout Project to replace missing and damaged Bicentennial Markers in Town (request of Eagle Scout and Trails Committee).
- Discussions with a number of prospective buyers of properties within the Historic District regarding potential exterior revisions.
- Discussion of proposed renovations to Wayside Pulpit (on the Town Common).
- Discussions with a new property owner regarding a series of planned exterior revisions to a property within the Historic District
- Discussion of potential location of an electric car charging station within the Historic District

During the year, a number of enforcement issues were addressed in cases where exterior changes had been made without seeking the required approval of the Commission. In particular, driveway paving or any other hardscape changes to the lots of properties within the Historic District do require the submission of an application to the Commission for prior approval.

In 2018, the CHC also undertook revisions to its Rules and Regulations in order to clarify the purview of the Commission and to streamline the application process.

### **Commission Membership**

In June, when annual officers were appointed, the Commission appointed Ms. Lee and Ms. Keller as co-Chairs for the 2018-2019 appointment year. The overall Commission membership remained the same. Administrative Assistant Gretchen Caywood continues as the Commission's staff and in-house point-of contact for the public at Town Hall.

The Historical Commission extends its sincere thanks and appreciation to all those who have worked diligently to preserve the historic character of Carlisle, and particularly to the residents of the Historic District for their appreciation of the historical importance of the Town Center.

Annette Lee, co-Chair

Kathleen Keller, co-Chair

Members: Geoffrey Freeman, Ed Rolfe, Eric Adams

Alternate Members: Jack O'Connor.

## ZONING BOARD OF APPEALS

In 2018 the Zoning Board of Appeals (ZBA) met eight (8) times for twelve (12) new applications and two (2) applications opened in 2017 that were continued to 2018. This included nine (9) special permit applications and six (6) variance applications requested as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40A (The Zoning Act) and the Town's Zoning Bylaws.

The ZBA consists of three (3) Full Members that are appointed by the Board of Selectmen. Additionally, the Board of Selectmen may appoint up to four (4) Associate Members to serve on the ZBA. Associate Members may attend all ZBA hearings and can serve as a Full Member when a regular Member or Members cannot sit for a particular hearing. All ZBA hearings are open to the public and are typically held the first Monday of the month at Town Hall when there is a petition to be heard. All hearings are advertised in the Concord Journal, Lowell Sun or Carlisle Mosquito for two consecutive weeks prior to the hearing. Additionally, the ZBA hearing is posted on the Town Clerk's Bulletin Board no less than fourteen days in advance of the scheduled hearing. *The Rules and Regulations of the Town of Carlisle Zoning Board of Appeals* and the *Town of Carlisle Zoning Bylaws* are available from the Office of the Town Clerk for a nominal fee. These documents are also available on the official Town of Carlisle website, [www.carlislema.gov](http://www.carlislema.gov), under the "Community Resources" menu, "A-Z Directory".

The ZBA is charged with granting variances and certain special permits as identified in the *Town of Carlisle Zoning Bylaws*. Additionally the ZBA is charged with the issuance of comprehensive permits as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40B. The ZBA is not charged with the enforcement of the Town's Zoning Bylaws. Rather, the Building Commissioner has the initial responsibility for interpreting and enforcing the zoning bylaws. This responsibility includes the duty to enforce the conditions of a variance or special permit issued by the ZBA. If a townsperson has reason to believe that the Zoning Bylaws or conditions directed under a special permit or variance are not being complied with, the appropriate process is to make a written request to the Building Commissioner to enforce the Zoning Bylaw or conditions in question. The Building Commissioner's decision is subject to review by the ZBA.

In 2018, the Board granted nine (9) special permits and five (5) variances and one (1) variance application was withdrawn without prejudice. Table 1 provides a summary of the petitions heard by the ZBA. Table 2 summarizes the outcomes of each petition heard by the ZBA during 2018. Table 3 provides a list of all active special permits and includes the expiration date for each one.

The Board would also like to offer our sincerest thanks and appreciation to the other Town departments, staff and Boards that have provided their guidance and leadership upon various occasions.

Looking forward, the Board, in its adjudicative role in support of land-use planning for Carlisle, will remain mindful of its responsibilities to be fair and equitable in the application and administration of local and State zoning ordinances.

Members:

Travis Snell, Chair  
 Manuel Crespo, Clerk  
 Steven Hinton  
 Lisa Davis Lewis, Associate  
 Gretchen Anderegg, Associate  
 Eric Adams, Associate

**Table 1: 2018 Petitions heard by Zoning Board of Appeals**

	Granted	Denied	Withdrawn	Extended/Review	Active
Petitions for Variance	5		1		
Applications For Special Permits	9				1
Comprehensive Permits					
Comprehensive Permits Modifications					
Appeals of Administrative Decision					
Earth Moving					
Total	14		1		1

**Table 2: 2018 Zoning Board of Appeals Hearings**

Applicant	Date of Hearing	Date of Decision	ZBA Action	Expires
Jeffery Brem	12/4/17 1/8/18	1/22/18	Grant Variance authorizing five single family dwellings notwithstanding provision 4.1.4 that not more than one building shall be erected on one lot at 100 Long Ridge Road	
Diane and	10/2/17	2/19/18	Grant Variance under Zoning bylaw 7.5 for	

Chris Geggis			relief from section 4.1.1.2 requiring a minimum lot size of two acres at 296 Brook Street	
William and Dean Luther	2/5/18	2/20/18	Grant Special Permit under section 3.3.2.1 for continued operation of automotive repair and auto-body business in the Business District at 673 Bedford Road	2/25/28
Dwight DeMay Janne Corneil	4/2/18	4/17/18	Grant Special Permit under section 4.3.2 to build an addition and renovation of a pre-existing non-conforming structure at 195 Acton Street	
Pei-Chi Li Andrew Kennedy	4/2/18	4/17/18	Grant Special Permit under section 4.3.2 to build a deck on a pre-existing non-conforming structure at 58 Wolf Rock Road	
William Costello	4/2/18 5/7/18	5/21/18	Grant Variance to allow for the construction of a single family dwelling with minimum frontage and lot depth as required under Sections 4.1.2.4 and 4.1.3.2 on South Street	
Rachel Jamison	5/7/18	5/21/18	Grant Variance for relief from section 4.3.2 setback and Special Permit under section 6.3 on a non-conforming existing lot at 959 East Street	
Henry Cox Sally Duscha	5/7/18	5/21/18	Grant Special Permit under section 4.3.2 to build a garage on a conforming lot with an existing non-conforming structure at 243 Brook Street	
Robert Koning	6/4/18	6/18/18	Grant Special Permit under section 3.2.2.6 for the continued operation of the U.S. Post Office under section at 70 Bedford Road	6/30/38
Kevin Walker	8/6/18		Withdrawn without prejudice request for Variance to build a treehouse in the setback under section 4.3.2 at 305 Rutland Street	
Peter Donohoe	8/6/18	8/20/18	Grant Special Permit for the continued operation of a small class instruction business under section 3.2.2.9 at 41 Trillium Way	10/4/20
Martha and Ken Bedrosian	10/1/18 11/5/18	11/19/18	Grant Special Permit under section 4.2.1 to build a garage on a conforming lot with an existing non-conforming structure at 44 Bedford Road	
Kevin Walker	11/5/18	11/19/18	Grant Special Permit for the continued operation of a landscape business under section 3.2.2.9 at 305 Rutland Street	11/21/21
Diane and Chris	11/5/18	11/19/18	Grant Variance for relief of rear setback as required under section 4.3.2 at 296 Brook	

Geggis			Street	
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**Table 3: 2018 Zoning Board of Appeals Active Permit**

\*These permits require periodic review of conditions for adequacy, without which the permit expires prematurely. The first date is the expiration date for the permit: the asterisked date is the premature expiration date if no review of conditions has been applied for by the business.

Name	Location and Type of Permit	Expiration Date
Scott Jenney	Landscaping Business 303 Brook Street Special Permit	4/1/20
Kevin Walker	Landscaping Business 304 Rutland Street Special Permit	11/21/21
Robert Kvietauskas	Professional Office 50 School Street Special Permit	11/7/21
Red Magnolia Realty Trust William and Dean Luther Carlisle Auto Body	Automotive Body Repair Shop 673 Bedford Road Special Permit	2/5/28 *2/1/23
70 Bedford Road LLC Robert Koning	Building for the U.S. Post Office 70 Bedford Road Special Permit	6/30/38 *6/30/28
H. La Rue Renfroe Assurance Technology	Professional Offices 84 South Street Special Permit	2/6/19
Katheryn Dennison	Riding Academy and Stable 78 Stearns Street Special Permit	4/1/19
The Red Balloon First Religious Society	Preschool 27 School Street Special Permit	4/1/19
Peter Donohoe Donohoe Training at The Barn	Training Classes 41 Trillium Way Special Permit	10/4/20
Nadia Puttini Bare Sole Yoga	Yoga Classes 518 Rutland Street Special Permit	10/4/19

## **PUBLIC SAFETY**

## **POLICE DEPARTMENT**

To the citizens of Carlisle, I am honored to present this report detailing the work accomplishments and achievements of the Carlisle Police Department for the year 2018.

The Police Department utilizes traditional enforcement methods, Community Policing concepts, and Problem Solving strategies to combat crime in Carlisle. The Police Department employs ten (10) full time sworn officers and eight (8) part time sworn officers to deliver an exceptional level of law enforcement services to our community. From January to December 2018, the Police Department handled 12,746 calls for service, a decrease of 587 calls when compared to 2017.

Our mission remains: “ To provide professional police service in partnership with the community through mutual respect and cooperation.” Our department takes a proactive approach to solving crimes as well as deterring them before they happen.

Several important initiatives were started or continued in 2018. Voters approved an appropriation of up to 2.9 million dollars to replace the failing radio infrastructure for the police, fire, DPW, and school radio systems. Work began in the Fall and is slated to be completed in 2019. The Carlisle Facilities Committee also began significant work to prioritize repairs at the police departments building. The repairs were prioritized after reports were received by the committee from an architectural firm hired by the town to examine the state of town owned buildings. Work on the police department is slated to begin in early 2019.

We appreciate the support of our community partners including: the citizens of Carlisle, town departments, The Central Middlesex Police Partnership (CMPP), Communities for Restorative Justice (C4RJ), Domestic Violence Victim Assistance Program (DVAP), and the Northeast Massachusetts Law Enforcement Council (NEMLEC).

Our safety seat installers continued to provide their expertise and training for any resident interested in the proper installation of a child seats. Over the past year, they installed over 5 child seats. We also assisted other towns with this program.

Department members received important annual use-of-force and firearms training. Our sworn members attended a 4 day annual in-service training at the Lowell Police Academy. Some of the specialty training received by members included: Firearms Instructor, Emergency Driving (EVOC), NEMLEC SWAT & RRT training, Sexual Harassment, Detective Interviewing, Marijuana Law update, and ALERT Active Shooter School training.

There are sixty-one cities and towns that make up the Northeast Massachusetts Law Enforcement Council ( NEMLEC). Carlisle has been a member of the organization since 2003. Regional law enforcement councils provide an effective resource for towns and cities of all sizes. NEMLEC provides assistance to member communities with Special Weapons &

Tactics (SWAT), Regional Response Team (RRT), School Threat Assessment Response System (STARS) and cybercrime investigation. Sergeant Stephen Mack is currently assigned to the Rapid Response Team (RRT) and Chief Fisher is currently assigned as the Assistant Control Chief for SWAT & RRT.

Traffic safety concerns, specifically speeding motor vehicles and crosswalk violations were the topic of several public discussions. We initiated enforcing 4 new 25 MPH zones on roadways leading to the center of town. The police department conducted 94 additional Directed Patrols, 149 compared to 55 in 2017, at locations in the new zones. Overall though, department members stopped fewer cars in 2018 than we did in 2017. Our officers issued 87 fewer warnings but 53 more citations than we did in 2017. We had 1 more residential breaking and entering report than we did last year.

The accomplishments set forth in this report could not have been met without the extraordinary contributions of the police officers and civilian dispatchers at the Carlisle Police Department. I am very proud of the dedicated and compassionate work they perform each day.

We look forward to providing Carlisle residents and guests the highest level of professional law enforcement services. We will strive for crime reduction through proven techniques and approaches. Solving quality of life issues and working closely with the public is our goal. We sincerely appreciate the support we receive from our community. It is this cooperative effort that makes our community a special place to live and work.

<b>STATISTICS</b>	<b><u>2017</u></b>	<b><u>2018</u></b>
<b>Accidents</b>	56	66
<b>Alarms</b>	372	329
<b>Animal Complaints</b>	204	118
<b>Assault and Battery</b>	0	9
<b>Sexual Assaults</b>	0	3
<b>Breaking and Entering</b>		
Residence	2	3
Vehicle	2	10
<b>Court Activity:</b>		
Arrests	33	39
Citations	61	114
Warnings	995	908
Restraining Orders	3	4
<b>Disturbances</b>	27	17
<b>Domestic Disputes</b>	12	12
<b>Property Checks</b>		
House checks	1460	1135
Business/town buildings	7691	7513
<b>Larcenies</b>		
General	9	28
Motor Vehicle	0	1
<b>Liquor Violations</b>	0	1
<b>Drug Violations</b>	0	1
<b>Log Entries</b>	13,233	12,746
<b>Missing Persons</b>	6	3
<b>Malicious Destruction</b>	1	2
<b>Motor Vehicle Stops</b>	1055	1033
<b>Psychiatric Concerns</b>	3	15
<b>Suspicious Activity</b>	445	264
<b>Obscene/Harassing Phone Calls</b>	40	53
<b>Traffic Complaints</b>	80	82

**POLICE DEPARTMENT**

**EMERGENCY TELEPHONE: 9-1-1**

**BUSINESS TELEPHONE: 369-1155**

**FULL-TIME OFFICERS**

John C. Fisher, Chief of Police  
Leo T. Crowe, Lieutenant  
Scott Barnes, Sergeant  
Stephen M. Mack, Sergeant  
Andrew Booth, Sergeant  
Richard Tornquist, Patrol Officer  
Paul Smith, Patrol Officer  
Christopher Arguoyan, Patrol Officer  
Andrew Corwin, Detective  
Debra Saponaro, Patrol Officer

**SPECIAL OFFICERS**

Steven F. Otto  
Mark A. Schofield  
Royce Taylor IV  
Thomas Whelan  
William Burgess  
Christian Seminatore  
Ashley Buckland  
Richard Hodgson

**CONSTABLES**

John C. Fisher  
Scott Barnes  
Leo Crowe

## **FIRE DEPARTMENT**

### **Personnel & Staffing**

Efforts continued this year recruiting new personnel. Several outreach methods included articles on fire department news in the Carlisle Mosquito, connections with community groups, Old Home Day participation, the CFRA Chicken BBQ, Wash-A-Fire Truck at the station and recruiting visits to the transfer station and the Gleason Library. We have also utilized the sign board in front of the station from time to time. We are grateful for the interest and support we received. I am happy to report our efforts were successful in attracting and recruiting several residents.

Bonnie Evans and Carrie Patel were appointed as EMT's in February and March respectively. In April Tucker Bailey and Jeffrey Dike were appointed as auxiliary firefighters. Finally, in June Carly Chelton was added to our roster to be an EMT along with Michael Deroche who was appointed auxiliary firefighter/EMT. We welcome each of these individuals and look forward to their service. We now have 36 on our roster at the close of the year. We do however continue to seek residents who have an interest in serving the community either as a call firefighter or EMT.

Despite adding more personnel to our roster, we continued to fall significantly below our minimum staffing standards for regular firefighters which is now approximately 30% of the time on average. We currently have nine regular firefighters on the roster. A priority during this year has been to train a few auxiliary firefighters to the level of regular firefighter with the goal of three new regular firefighters. At the close of the year we have one new regular firefighter and another completing his requirements. We continue to discuss and explore how to best address our staffing shortage situations which have become chronic. Paid on duty personnel during identified shortage periods is one solution that has been considered. Mutual-aid is called as a back-up if there is not enough staffing to cover a call.

Auxiliary firefighters Justin Fishlin and Mark Gibson graduated from the Massachusetts Firefighting Academy Firefighter I/II Program this spring.

Auxiliary Firefighter/EMT Peter Nash retired in December with 16 years of dedicated service. We thank Peter for his commitment and service to the community and wish him the very best in his future endeavors.

Deputy Chief White retired from his position in May after reaching the mandatory retirement age for firefighters. He has served the department for more than 50 years. His service began in 1968 as an "extra" responding to fire calls when help was needed. Because he lived in the center of Town, he was readily available and very active on the department. Jonathan was appointed as a regular firefighter in 1974 and shortly thereafter was trained as one of Carlisle's first emergency medical technicians (EMT). In 1984 he was promoted to the position of Captain by Chief Koning. When I assumed the Chief's position in 2003, I appointed him to be my Deputy. In his role as deputy he was responsible for the routine day

to day operations of the department which included the directing the training program, managing our communications equipment, overseeing the protective clothing program, vehicle and equipment specifications and responding to calls. Upon his retirement in May he agreed to remain on staff as “Assistant to the Chief” in order to help facilitate the transition to the new chief next year assisting the interim Deputy Chief. Deputy Chief White’s contributions to the fire department and the assistance and support in the department administration were extraordinary. It is doubtful that the Town will see another individual with such a dedicated and distinguished service record. I want to express my sincere appreciation for his 50 years of service and thank him with our gratitude.

**Service Recognitions**

I would also like to recognize the following additional individuals for their significant commitment and dedication to the department which exceeds 20 years of service:

Lieutenant Rob Koning	37 years
Firefighter Douglas Stevenson	37 years
Firefighter David Moseley	30 years
Interim Chief/EMT Burt Rubenstein	27 years
Firefighter/EMT George Middleton	27 years
Firefighter/EMT Thomas Bishop	22 years
Captain JJ Supple	21 years
Firefighter John Bakewell	21 years
EMT Frank Sargent	20 years

**Leadership Changes – New Chief**

In June I informed the Board of Selectmen of my intent to retire effective January 1, 2019. The Selectmen appointed a working group to undertake the process of selecting and recommending a new fire chief. The Board also retained a consulting firm to help establish and facilitate the process. As part of my input I recommended the new fire chief’s position be full time. The Board approved the position at full time along with the appropriate salary range. At the close of the calendar year the working group was considering three finalists who would be presented to the Selectmen for review in February. Members of the working group include Town Administrator Tim Goddard, Police Chief Fisher, Interim Deputy Fire Chief Rubenstein, Firefighter Matt Herweck, Selectmen Nathan Brown and Alan Lewis and community member Marc Wey.

It is expected that a new chief will be appointed sometime in March 2019. Upon my retirement in December the department will be led by Burt Rubenstein as the Interim Fire Chief. To complete the interim administration Lieutenant Rober Koning Jr. who is the most senior officer, will serve as Interim Deputy Fire Chief.

**Apparatus**

The new vehicle replacing the 2005 car arrived this Spring and was quickly put into service. Training continued with the new tanker during the Spring. The old tanker, when in service, will also provide an additional 3500 gallons of water in the case of a serious fire in Town. Again, I want to remind residents that there are many areas of Carlisle where we do not have

adequate water sources within a reasonable distance. This second tanker is essential and will be critical in the event of a major fire in these areas. This vehicle is currently being parked outside due to the lack of space in the fire station.

Specifications were completed in the fall for the replacement ambulance and the order was placed for the new vehicle. There have been many improvements made in ambulance design and we will have the latest equipment with the most up to date technology. We are hopeful that the new engineering and design of this vehicle will provide a more comfortable ride for our patients. A late spring 2019 delivery is anticipated.

It is once again important to point out that our rescue boat does not meet modern day safety standards and requirements for ice and water rescue operations. For water rescue calls in Carlisle it is critically important that the firefighters have the appropriate safety equipment to affect a water rescue should that type of emergency occur. In addition, Carlisle must be able to provide mutual aid to our neighboring communities for water rescue as we call then for assistance also. We have requested a new rescue boat on our long-term capital replacement plan. We are currently using a 1951 craft with an outboard motor. The department has at least one water rescue call each year. We cannot rescue a human or dog over the sides without flipping the boat, motor and rescue personnel over. This continues to be is a serious safety issue.

### **Projects**

A few developments continue to be monitored by the department. Lions Gate on West Street is under construction with initial work on the fire cistern, the Birches project on Long Ridge Road has been redesigned and now has a common drive with fewer dwellings and a cistern will be installed as part of the project, Garrison Place housing complex on Russell Street has reached substantial completion and is being occupied, Arrowhead Lane is well in the construction phase, and a common driveway at 48 Bingham Road is pending. A new development called “Woodward Village” is being designed as a residential open space community on Bedford Road. At the close of the year the project was in still in the planning stages. The development is currently planned for 18 housing units. We continue to make site visits, communicate with the planning board, developers and contractors as necessary to coordinate the public safety requirements for the projects. These include street naming review and numbering, the fire protection requirements, fire apparatus access and turnarounds.

The 2017 Annual Town meeting approved 2.9 million dollars for engineering and construction a comprehensive public safety communications system (two-way radio). The project includes new antenna facilities and replacement of all two-way radio equipment for the police, fire, and DPW. All fire department pagers will be replaced, and we will have new radio frequencies. The project entered the construction phase in the late summer.

As the year ended the working group continued to meet in order to move the project forward and coordinate details. Excavation for the antenna foundations at the fire station, Banta-Davis and Proctor Road were well underway. Work was also in progress on an agreement with the

Town of Concord to use their fiber cable network to connect our system to the antenna installation on Annurnsac Hill in Concord. Lastly a contract was being prepared for the installation of additional fiber cabling to be installed in Town facilitating the interconnection of the multiple antenna sites. Build out of the system is expected to continue through May 2019. We very much look forward to our improved radio communications.

### **Fire Station Issues**

The annex approved by Town Meeting two years ago to begin to alleviate the overcrowding in the station was deferred by the Municipal Facilities Committee and Board of Selectmen. This was due to a change in priorities and difficulty in hiring a project manager for these types of projects. This temporary space would provide handicap access, female locker facilities as well as office space for the officers. Work space conflicts and limited capacity to house the current level of staff at the current facility continue. We now have close to 40 employees including several part time positions working at the fire station on a regular basis. Code compliance and safety issues are a concern. The two major challenges are the lack of female facilities and handicap accessibility. We must remember that call firefighters and EMT's will continue to be the core of staffing into the years ahead and adequate facilities are essential. We continue to store apparatus and equipment outside and this is now impacting our limited parking for call personnel during emergencies. A new fire station facility design must incorporate facilities that address all the current issues and future needs. The facilities should include amenities that would attract residents to become involved such as space for a fitness program, a day room, commercial kitchen, and designated daytime workspaces for call firefighters who can make themselves available to respond to calls. I am recommending that a feasibility study be done for the renovation and expansion of the fire station.

In December the underground fuel tanks at the station installed in 1986 were removed. This work was coordinated by the Municipal Facilities Committee. Initial soil testing indicated a low level of contamination in the ground most likely from a small spill and not a tank leak. Further investigation and testing are underway.

The communications tower installation at the fire station site was in progress at the close of the year.

### **Calls & Statistics**

We ended the calendar year 2018 with a total of 496 calls. The department responded to 233 fire calls and 263 ambulance calls. The data shows a 6% increase in the total number calls. Ambulance calls account for 53% of the total calls received. Once again, the data suggests that our increasing senior population influenced this increase. Of all the patients transported in 2018, 50% were seniors. This number was 38% ten years ago. An important note is that 20% of the calls for seniors involved a fall. The largest percentage of fire calls to which our department responds to are preventable false fire alarms in homes. Both for smoke and carbon monoxide detectors. Homeowners are reminded to be careful when cooking and to notify your alarm monitoring company before testing your system to prevent a false alarm and fire department response. It is also important to have contractors protect smoke detectors before works begins to prevent dust contamination and false alarms.

In 2018 we had two building fires with property loss and only one with minor damage. We train all year long for these challenges with the goal of minimizing property loss by employing superior firefighting skills.

### **Emergency Medical Services**

Carlisle continues to be part of the Central Middlesex Emergency Rescue Authority's (CMERA) Advanced Life Support (ALS) System and our ALS service is provided by Pro EMS in collaboration with Emerson Hospital now in its ninth year. Several of our area communities have switched to providing their own paramedic services (ALS). Two additional communities indicated this year their intention to leave the consortium. The system is struggling to continue to be viable. We need to explore alternative options to providing ALS for our community should the consortium discontinue service. Per our agreement with CEMERA we would receive a two-year notice. Our EMT's continued to receive training and updates on new statewide protocols for emergency care. Of the 263 ambulance calls 30% were for advanced life support (ALS) involving life threatening conditions.

Our EMS Coordinator, Burt Rubenstein, continues to do an outstanding job keeping the EMT's and department current with the many changing facets of EMS.

Lastly, the department addressed the issue of cancer awareness by quickly developing a new policy and implementing the very latest standards for the protection and decontamination of firefighters immediately after a fire. Particulates containing carcinogens expose firefighters to cancer risks. Training was provided and basic protocols were established. New firefighter particulate hoods were purchased, and decontamination kits were placed on apparatus for firefighters use at scenes. In addition, the department has requested capital funds in fiscal year 20 for the purchase of a protective clothing extraction washer and drying equipment.

Upon completing my sixteenth year as chief of the fire department I retired on December 31<sup>st</sup> marking the end of my service to the Town of Carlisle. It has been both my honor and privilege to serve our community since my first call more than fifty years ago. These past decades have gone quickly, and I feel blessed to have had the opportunity to lead and work with such an extraordinarily dedicated group willing to be available to respond to the fire and the emergency medical needs of our community. Carlisle residents have benefitted in so many ways over the past decades. I am grateful for each one of our Firefighters and EMT's as well as the support and contributions of the Deputy, Officers, EMS Coordinator, Code Compliance Officer, and our Administrative Assistant.

David R. Flannery  
Chief of the Fire Department  
2018

**ENVIRONMENT  
&  
REGULATORY**

## CONSERVATION COMMISSION

The Carlisle Conservation Commission was established in 1965 and is a seven-member Carlisle town board appointed by the Board of Selectmen for three-year, renewable terms. The Commission provides the town with experience in engineering, farming, environmental law and education, wildlife biology, wetland science and habitat protection. The Commission regularly meets in the Carlisle Town Hall at 7:00 pm, year-round, usually on the second and fourth Thursdays of each month. Agendas, meeting dates, deadlines and other information about the Conservation Commission are posted in the Carlisle Town Hall and on the Town of Carlisle website: [www.carlislema.gov](http://www.carlislema.gov). The Commission met twenty times during 2018 for the purpose of permitting projects in wetland jurisdictional areas under the Massachusetts Wetlands Protection Act and the Carlisle Wetlands Protection Bylaw, and for management of approximately 1,140 acres of Town-owned Conservation lands and for reviewing other town initiatives.

### **Conservation Land Management Challenges**

In 2018 there were a number of conservation land management challenges. In early January the Commission was informed that the Cranberry Bog House was in need of a new water supply well. The existing well, about a century old, was no-longer providing sufficient water for its residents. Since it was considered critical in order to keep inhabitants in the over 100-year old Cranberry Bog House, a successful application was made to the Community Preservation Committee for funding for the well based upon the need for preservation of this historic structure. The well was installed in early summer provided sufficient and potable water for bog house residents.

In March, a major snow storm cut power to many town residents, in some areas for up to four days, when trees fell over roadways, power lines and on public and private property. The edges of open fields on all the conservation lands were hit hard. To properly maintain open fields, the trees needed to be cleared from lying on and overhanging the fields. By year's end, even with valuable volunteer workers, some abutters and some from Concord Carlisle High School, this work still needed completion, especially on Benfield and Towle Conservation Lands fields.

With the cession of active cranberry harvesting under the now-expired agreement with Carlisle Cranberries, Inc. in 2015, the Cranberry Alternatives Committee (CBAC) spent over a year reviewing alternatives for the future of the Cranberry Bog Conservation Land agricultural area. In April 2017 it submitted to the Conservation Commission its published report, "Alternatives for the Future of Carlisle's Cranberry Bog", and in March, 2018 it published an Addendum Report narrowing the scope of the alternatives. These two reports are available on the Town of Carlisle website. In July, the Conservation Commission enthusiastically thanked CBAC for all their hard work and formed the Cranberry Bog Working Group (CBWG) to look even deeper into both the agricultural and the restoration alternatives for the bog as well as the bog house and to hold public forums to increase public awareness of the alternatives. During late fall CBWG sought public input during a presentation at the December Conservation Coffee and also hosted an evening public talk by

Alex Hackman, Restoration Specialist and Project Manager for the Massachusetts Division of Ecological Restoration. Mr. Hackman's talk focused on restoration possibilities for the Carlisle bog based on his experience with other recent cranberry bog restorations in Massachusetts.

The Conservation Commission holds Conservation lands that are encumbered by Conservation Restrictions (CR). It is the Conservation Commission's responsibility to ensure that lands encumbered by CR's are managed according to the provisions of the CR document. Some CR's have been granted to The Trustees of Reservations (TTOR) and some to the Carlisle Conservation Foundation (CCF). During the fall, a conservation land and CR violation consisting of a growing yard-waste stockpile on the Buttrick Woods Conservation Land that had been reported by TTOR for the past few years was successfully addressed when the stockpile was finally removed in early December. At year's end another CR and conservation land violation was reported when tree removal discovered on the Rockstrom Land in the same CR.

The Conservation Commission had previously determined that it was time to undertake the permitting required for repairing the Greenough Dam, a critical piece of conservation infrastructure on the Greenough Conservation Land. All permitting is now complete but funding this expensive project has been found to be a challenge. Through efforts by both Carlisle's State Senator Michael J. Barrett and Carlisle's Town Administrator Timothy Goddard, funds for the project were listed in the Environmental Bond Bill signed by Governor Baker in 2018. For the release of the funds, the Commission staff was tasked with drafting a request and supplying detailed supporting documentation of the environmental benefits and importance of this dam. This task was still underway at year's end.

### **Wetlands Permitting**

A major part of the Conservation Commission's work is implementing the Massachusetts Wetlands Protection Act and the Carlisle Wetlands Protection Bylaw. Property owners or applicants proposing projects which would alter the areas within the 100-foot Buffer Zone of a Bordering Vegetated Wetland, within wetland resource areas or within 200-feet of a perennial stream, must submit an application for a permit to the Commission for its review under the WPA and the Carlisle Non-Zoning Wetlands Bylaw for permitting prior to the start of work. Alterations include tree and shrub removal as well as construction projects. Because water moves beyond property lines, this law, bylaw and the regulations were promulgated to provide a process to ensure protection of these sensitive public wetland resources from damage during and after proposed work and to protect other properties from damage by the work. It allows abutters and other citizens the chance to review what is proposed in order to assess any potential negative impacts to their own property. Failure to apply to the Commission for a permit can lead to enforcement action, a potentially time-consuming activity for both the property owner and the Commission. Projects brought before the Conservation Commission and approved receive three-year permits.

The Commission continues to receive and review filings for projects with increasing regulatory complexity, close to, or within, protected wetland resource areas and also close to

its Conservation Lands. Projects with wetlands and flood zone impacts, with State listed rare species, for high density development, and those which involve other permitting boards can require multiple continuances and site visits, staff coordination and peer reviews to adequately address and provide satisfactory protection for all of the relevant conservation, habitat and wetlands concerns they present. These projects require drafting complex and time consuming Orders of Conditions (permits) in order to provide the necessary protection for the resource areas.

The Commission receives fees from applicants under both the Massachusetts Wetlands Protection Act (WPA) and under the Carlisle Wetlands Protection Bylaw. These fees help offset the expenses to the town for implementing applicant’s wetlands protection filings. In 2018 the Commission turned in \$8,517.00 Bylaw fees to the Town’s General Fund. Fees submitted under the Massachusetts WPA are accounted for separately and managed by the Commission under the direction of the Board of Selectmen. This year \$2,295.00 were received.

In 2018, the Commission had the following permitting activity:

<b>ACTIVITY 2018</b>	<b>2016</b>	<b>2017</b>	
Applications			
Notice of Intent/Order of Conditions	23	25	20
Amendments to Orders of Conditions	4	1	3
Request for Determination (RDA/DOA)	5	6	5
Resource Area Delineation (ANRAD)	2	1	0
Order of Resource Area Delineation (ORAD)	2	1	0
Certificates of Compliance	16	21	17
Extensions to Orders of Conditions/ORAD	2	3	4
Enforcement Orders	10	5	2
Emergency Certificates/Administrative Approvals	5	2	16
Conservation Restriction Violation	1	0	3
Project Denials/Appeals	0	1	0
Conservation Land Use Permits	17	17	15
Camping Permits	0	1	0

To assist property owners who may feel they only need to remove two trees in a 100-foot Buffer Zone or Riverfront Area, the Commission now provides an Administrative approval procedure. In 2018 eight residents took advantage of this streamlined procedure.

**Conservation Land Acquisition and Ongoing Land Management**

In 2018 the Commission received several parcels of conservation land totaling over 39 acres. Nearly 22 acres were associated with the Garrison Place Senior Residential Open Space Community located at 81 Russell Street. In January the Commission took position of two

parcels of land located off Maple Street totaling over 6 acres, purchased for open space with both CPA funds and a generous donation from the Carlisle Conservation Foundation. In April, the Annual Spring Town Meeting transferred nearly 7 acres of forested wetlands abutting the Bisbee Conservation land to the Commission. This was already municipal land taken in lieu of tax payment and was part of a cooperative effort with the Concord Conservation Land Trust which had just acquired a large open field next to Hartwell Road, abutting the land transferred to the Commission. In December, the Commission signed the deed for nearly 4.5 acres of land located off Rutland Street granted to the Commission by the developer of Arrowhead Lane

During the fall of 2018, four conservation lands and one municipal land were subject to a trial archery deer hunt authorized by the Carlisle Board of Selectmen. The conservation lands selected for the hunt were Davis Corridor, the Town Forest, and the Benfield and Greenough Conservation Lands. Selected areas on these properties provided the required setbacks from roads, trails and abutting homes. The purpose of the hunt was for forest health by reducing the number of deer over time grazing on the forest understory. Only bow hunting from tree stands during bow season itself was permitted and the hunt was highly regulated. The hunt was organized through a Deer Committee with a deer agent. At the request of the Deer Committee, Conservation Commission Administrative Assistant Mary Hopkins provided valuable administrative support. Eighteen hunters participated in the hunt and a total of ten deer were harvested, eight from the Davis Corridor, one from the Town Forest and one from Benfield. A few residents disapproved of the hunt and came to Conservation Commission meetings to discuss their concerns with the program.

#### **Cranberry Bog Conservation Land:**

For the last several years representatives from both the Carlisle and Chelmsford Conservation Commission have met twice a year to maintain good communication regarding management of our abutting cranberry conservation lands. The two towns share wetlands, ponds, waterways, and trail connections and Chelmsford is very interested in Carlisle's future plans for the agricultural area of the bog. To that end, we also informed them of the discussion led by Mr. Alexander Hackman as part of the Cranberry Bog Working Groups effort to look deeper into options for the bog. Members of their Commission were in attendance. Although wildlife habitat is an important focus to both towns, Carlisle's land has also been managed historically as an active agricultural property. What Carlisle's final decision is regarding the bog area could have some impact on the Chelmsford Cranberry Bog Reservation. Other concerns include that both towns find that their properties are increasingly being used by dog owners and by commercial dog-walkers. Signs posted encouraging proper dog etiquette and encouraging the use of dog waste dispensers have made a remarkable improvement to trail conditions. While the Commission continues their investigation of the options for the Cranberry Bog, the 2018 Town Meeting authorized funds for the long time farmer, Mark Duffy, to continue some of the maintenance of the bog area as he has done for more than twenty-five years.

### **Foss Farm Conservation Land**

The Conservation Commission continued to provide community gardening at Foss Farm on plots turned over in the spring by Foss Farm Conservation Land farmer Mark Duffy. Volunteer Garden Manager, Jack O'Connor, continued to manage the maintenance of a dozen hand pump water supply wells, assign plots to new and long-time gardeners and with help from other gardeners, stake out plots in the spring. The Community Gardens are a largely volunteer driven activity with some administrative support provided by the Commission staff and have provided both a community and educational experience to Carlisle and area towns' residents for over thirty years. In 2018 with applications for gardens again in decline, a row of gardens opened up a few years ago was allowed to go fallow again this year.

The 55-acre Foss Farm Conservation Land is one of the most frequently visited town conservation properties by individuals and by groups. The winter of 2018 saw continued use for training three sled dog teams during cold weather, an activity begun on the property at least thirty years before the Town acquired the property in 1971. During gardening season, gardeners working on their plots regularly see the area youth and adults using the riding rings for horse jumping and dressage training. The local pony club also helps with Foss Farm maintenance by mowing the non-agricultural field area near the rings. Public nature walks were held during the year organized by Carlisle Conservation Foundation and by the Carlisle Trails Committee, including for RiverFest, the annual celebration for the Sudbury Assabet and Concord Wild and Scenic River. In November, once the corn was harvested, the Carlisle Cub Scouts held their annual all-day rocket launch event. Again, as in the last several years, the parking lot was occasionally used for parking for off-site private filming projects; much appreciated donations were made to the Conservation Gift Fund. Foss Farm also provides an important and a popular trail connection to the 321-acre Carlisle section of Great Meadows National Wildlife Refuge (the former O'Rourke property off Maple Street) and to the 255-acre Greenough Conservation Land beyond.

### **Towle Land**

The Conservation Commission continued its initiative to address invasive exotic plants and noxious poison ivy on the Towle Conservation Land. The Commission has an Order of Conditions for use of herbicide within the wetland jurisdictional areas. In 2016 a successful application was made for Community Preservation funds for treatment of invasive plants and poison ivy on the Towle field. Commission member Tom Brownrigg, who had been diligent for many years researching procedures for successfully restoring the open field on Towle, spearheaded this effort and continues to monitor the progress. Towle Field was badly impacted by the March 2018 storm which brought down many trees along the field's edges. A volunteer group from the Concord Carlisle High School spent a morning helping out with clearing some of the edges which was greatly appreciated. More edgework is still required. In the spring former Conservation Commission member and birder Ken Harte who has organized an annual May birding opportunity on or near Mother's Day on the Towle Conservation land for over 40 years, led this event yet again. During the summer and fall Towle field was mowed twice by field mower Jack O'Connor who worked in coordination

with John Bakewell hired by the Conservation Commission to treat poison ivy and invasive plants on the field for this year and two previous years under CPA grant.

### **Greenough Conservation Land**

With 255 acres the Greenough Conservation Land is the Commission's largest conservation property and provides a significant length of an important corridor of protected land along the eastern side of Carlisle along the edge of the Concord Wild and Scenic River. Two manmade structures, a once-spectacular barn and a 300-foot long dam constructed around 1930 across Pages Brook remain on the land and challenge the town and the Commission. The barn is badly deteriorating, is an attractive nuisance and eventual removal is certain. Funding to repair the dam, which is responsible for the only significant Town-owned pond, is being sought as discussed earlier in this report.

### **Benfield Conservation Land**

Benfield Conservation Land which had been subject to much construction from the installation of a septic field, public water supply well and their associated conduits to the Benfield housing on South Street appears recovered and is now an open field with a stunning vista, all the more appreciated by visiting the wildlife viewing platform extending out over the wetlands and close to Spencer Brook. The field mower Jack O'Connor mowed the field once during the growing season and the Neighborhood of Affordable Housing (NOAH) agreed to mow the grasses on the septic field two additional times to control woody plants that could threaten the septic infiltration field. Control of invasive plants and poison ivy growing in and around the general field area will continue to be a challenge due to the restrictions imposed by the presence of the public water supply well. No agricultural or chemical treatment methods are allowed in Zone 1.

### **Land Use Permits**

As noted in the chart above, the Commission issued seventeen Conservation Land Use Permits for group, day-long or evening activities including public nature walks, Scout orienteering or rocket launching, sled dog training, bird watching, pony club events, a winter moonlight trip sponsored by the Carlisle Trails Committee, an Easter Sunrise Service for a local church, and for metal detection for historic artifacts to be donated to the Carlisle Historical Society.

### **Agriculture**

Several conservation properties have been historically and are now in active agriculture, including Foss Farm, Fox Hill, both on Bedford Road, Robbins Field and Hutchins Field, both on Curve Street, Bisbee on Concord Street, Fisk Meadow on Lowell Street and Greenough on Maple Street. This year the Commission added the fields within the Woodward Conservation Land for grazing, a new agricultural activity for the town. In February the Commission conducted its annual interview with farmers who hold License Agreements for farming on Conservation lands. The Commission is grateful for our Conservation land farmers' efforts to maintain the lands' agricultural value. Farmers John Bakewell and Kevin Brown, Mark Duffy, Dick Shohet, and Desiree Ball all have helped provide the Town's long-standing goal to maintain its rural character by supporting,

encouraging and promoting agriculture in Carlisle. New licenses were issued to Mark Duffy, Dick Shoheit and to Desiree Ball who uses the newly acquired Woodward Conservation land for grazing goats.

### **Conservation Office**

The conservation staff, Sylvia Willard, Administrator and Mary Hopkins, Administrative Assistant continued to provide support to the members of the Commission as well as to the public as they have both done for many years. The office acts as an important communication link between the Commission and the public, project engineers, other Town boards and committees, State and Federal agencies and with several land trusts that hold land or interests in land in Carlisle. Included are the Carlisle Trails Committee, the Conservation Restriction Advisory Committee, the Land Stewardship Committee, the Cranberry Bog Alternatives/Cranberry Bog Working Group committees, the Carlisle Conservation Foundation, the Massachusetts Department of Environmental Protection, Department of Conservation and Recreation's Great Brook Farm State Park, The Trustees of Reservations, Sudbury Valley Trustees, New England Forestry Foundation, U.S. Fish and Wildlife Service, National Park Service, the Natural Heritage and Endangered Species Program and the U.S. Army Corps of Engineers. The office staff also continued to maintain the Commission's page on the Town's website. That page holds information on Wetlands Protection Act filing procedures, information about their Conservation Lands, news, meeting minutes and agendas, Foss Farm Gardening information, invasive and native plants as well as helpful links to other environmental information.

In addition to the above, the office provided wetlands or conservation restriction information on various properties to area realtors and to potential property buyers as well as information about town conservation lands. Homeowners planning future projects reviewed old files maintained by the office from as far back as 1973. The department maintains over 1,300 files with information from over forty years of projects proposed for wetland resource areas or the 100-foot Buffer Zone.

The Commission sponsored public events during the year for education and for fun. These include the popular annual Riverfest Sunrise Canoe Trip on the Concord River in June as part of the National Park Services Wild and Scenic Rivers Celebration. The Commission also continued to sponsor the public Conservation Coffees on the second Tuesday morning of most months in the Town Hall. During these coffees residents and invited speakers meet informally to discuss a broad range of local environmental, wildlife and land use subjects. In 2018 we were pleased to have Sarah Bursky from the National Park Service to talk about the Assabet Sudbury Concord River Wild Scenic River, Pat Huckery, Regional Director of the Massachusetts Division of Fisheries and Wildlife, representatives of Carlisle Conservation Foundation, and members of the Cranberry Bog Working Group, the Master Plan Committee, the Dog Control Committee and the Household Recycling Committee.

### **Conservationist of the Year**

Tom Brownrigg, former and longtime member of the Conservation Commission received the annual "Conservationist of the Year" award presented at the 2018 Old Home Day event.

This award was for his long time service to conservation in Carlisle including 16 years on the Conservation Commission, and for many years' service on the Conservation Restriction Advisory Committee and the Land Stewardship Committee. Tom has also been instrumental in the certification of no fewer than 46 vernal pools in Carlisle since 2006 and for researching and pursuing the effort to control poison ivy and invasive plants on Towle field. The presence of these plants considerably degraded both the habitat value and the public use of the field. The town is very fortunate to have dedicated and generous individuals like Tom who work hard to protect its natural resources.

The Commission continues to value the outstanding efforts made by their subcommittee, the Land Stewardship Committee. Their work is outlined in detail in their own report located elsewhere in this 2018 Town Report.

Commission members in 2018:

Ken Belitz

Melinda Lindquist, Vice Chair

Steven Smith

Lee Tatistcheff

Angie Verge, Chair

Dan Wells

Helen Young

## CONSERVATION RESTRICTION ADVISORY COMMITTEE

The Conservation Restriction Advisory Committee (CRAC) advises the Town, in particular the Board of Selectmen and the Conservation Commission (ConsCom), on new Conservation Restrictions (CRs); it monitors existing CRs held by the Town; and it strives to educate landowners and the general public how CRs can protect open space, scenic vistas, wildlife, and in some locations public walking trails, while often providing tax benefits.

Much of the committee's work this year involved reviewing, revising and drafting CRs, and reporting on compliance with existing CRs. The CRs addressed included:

**767 Bedford Road.** The town completed the purchase of Lots 1 and 2 at 767 Bedford Road at the beginning of 2018. The CR to be held by Carlisle Conservation Foundation was reviewed and revised by the committee several times over the course of the year and a final draft was submitted to the Commonwealth.

**211 Bellows Hill Road.** In order to address the needs of the town and the owners of 211 Bellows Hill Road, the CR for this property is being revised and amended. This CR was one of the first in Carlisle and will benefit from updated language. A draft was submitted to the Commonwealth at the end of the year.

**Great Brook Estates Open Space Parcel 2.** This parcel was inspected on June 16 and July 21. The CR for this parcel was created at the time of the original subdivision approval (eighteen years ago) with the Selectmen given the right to inspect it. That right had never been exercised until this year when CRAC asked the Selectmen to delegate its inspection rights to the committee. The inspection uncovered some encroachments by neighbors. Representatives from the neighborhood homeowner's association attended the November CRAC meeting and discussed next steps in order to rectify the situation.

**Tall Pines CR33A.** This parcel was inspected on June 30 with no unusual findings.

As of the end of 2018, CRAC members include Tom Brownrigg, Nancy Cowan, Wayne Davis, Ken Harte, Marc Lamere (representing Trails Committee), Melinda Lindquist (representing ConsCom), and Jonathan Stevens (representing Planning Board). Sylvia Willard, Conservation Administrator, continued to provide CRAC with expert guidance on all conservation-related matters.

## AGRICULTURAL COMMISSION

Finished compiling results from the 2017 town-wide agricultural census and presented the key findings to the Board of Selectmen: 159 total responses describing 100+ individual garden plots totaling over 4 acres, 60+ acres of woodlot management, fruit trees and bushes, and dozens of poultry flocks, beehives, and a wide variety of livestock, from horses and donkeys to llamas, pigs, sheep, goats, and cattle.

Hosted the 2<sup>nd</sup> annual “Taste of Carlisle” summer potluck event in July at Clark Farm. This public event brought together over 60 people in a celebration of local agriculture. Sent representatives to the Cranberry Bog Alternatives Committee and Working Group to act as liaisons between their groups and ours and to offer advice as needed on the different use options being considered.

Helped promote local agricultural events such as farm days, talks, etc. Met with Acton farmer interested in starting an Agricultural Commission in his town. Discussed our experience with him and referred him to representatives from the Massachusetts Association of Agricultural Commissions who could provide further assistance.

In November and December, prepared a “Right-to-Farm” bylaw and submitted it to the town administrator, town counsel, and the Board of Selectmen for consideration for inclusion in the warrant for the town meeting in spring 2019.

Desiree Ball  
Kyle Bonenfant  
John Lee  
Andrew Rodgers  
Peter Mastromarino  
Steve Huberman  
Steve Carlin  
David Ely, Chair

## CRANBERRY BOG ALTERNATIVES COMMITTEE

The Cranberry Bog Alternatives Committee (CBAC) was created as an advisory committee to the Conservation Commission (ConsCom) in July 2016. Its creation followed attempts by the Town (specifically by the Cranberry Bog Agricultural Committee: 2013 – 2014) to plan for continued cranberry farming on Carlisle’s Cranberry Bog Conservation Land. However, in 2015 the Town learned that – due mainly to severely depressed cranberry prices – it was no longer possible to make a profit growing cranberries in our bog. The main objective of CBAC was thus to identify and evaluate various alternatives for the future of our 36-acres of cranberry bogs and to present recommendations to the ConsCom and the Town. Ten alternatives were identified and evaluated. A final report, “Alternatives for the Future of Carlisle’s Cranberry Bog,” was made available to the ConsCom and the Town in April 2017. Following the submission of the April 2017 final report, ConsCom asked CBAC to collect and evaluate more information on the technical, regulatory and cost aspects of the top recommendation, conversion to other agricultural use. This effort was undertaken and continued into 2018; by December 2017, it became clear that – because of Federal regulations – the Town could only consider growing a perennial crop (e.g., hay) under the agricultural alternative.

In March 2018, CBAC submitted an “Addendum Report” to ConsCom and the Town. The report added, and briefly evaluated, two more alternatives: (1) periodic bog mowing (plus possible blueberry growing in the sand-covered bog); and (2) commercial growing of wetland plants for wetland replication. The report listed the top three recommended alternatives (in order) as: (1) growing hay without lowering the water table; (2) periodic bog mowing (plus possible blueberry growing in the sand-covered bog); and (3) restoration, either engineered or passive, to a natural habitat. The report also provided CBAC’s assessment of the relative importance of thirteen evaluation criteria used in making its recommendations.

Following a ConsCom-led peer review of the two CBAC reports, ConsCom set up a new sub-committee (the Cranberry Bog Working Group) to explore and lay out the details of feasible recommendations.

CBAC members:

Luke Ascolillo  
Ken Belitz  
Deborah Geltner  
Warren Lyman, Co-chair  
Susan Provenzano, Co-chair  
Vibhu Walia

Associate members:

John Ballantine  
Steve Hinton

Conservation Administrator:

Sylvia Willard

## COMMUNITY PRESERVATION COMMITTEE

At the 2001 Town Meeting, Carlisle voted to adopt the Community Preservation Act (CPA) with a 2% surcharge and a \$100,000 exemption. Property owned and occupied by individuals who qualify for low income and low- or moderate-income senior housing are also exempt. The Community Preservation Committee (CPC) accepts applications every January and evaluates these applications for recommendation at Annual Town Meeting. Funds are appropriated for projects upon approval by a majority vote at Town Meeting.

Estimated CPA Revenues in fiscal year 2019 were approved at the 2018 included \$475,000 from residents and a State match of \$53,000 (approximately 11%) for a total of approximately \$529,000. Each year, the Town must spend, or set aside for later spending, 10% of the annual revenue to a fund designated for open space protection (including expanded use for outdoor recreation since 2012), 10% to a fund designated for historic preservation, 10% to a fund designated for affordable housing, and the remaining 70% to an Undesignated Fund that can be used for any of the allowable purposes under the CPA. In 2018, the allocations approved at Town Meeting were \$52,900 to each of the three designated funds and \$0 to the Budget Reserve (undesignated) account due to the using of these funds for the purchase of a conservation restriction on the Woodward Parcels located on Maple street and Bedford Road.

In 2018 the CPC recommended, and Town Meeting approved, a total of two actions and appropriations:

### Historic Preservation:

\$16,000 to the Conservation Commission for the drilling a modern well to serve the 100-year-old Bog House, including well casing, pump, power and water conduit to the Bog House, and pressure tank connecting to the existing plumbing in the house.

\$14,000 to the Carlisle Historical Society for the extension of a heat pump system for temperature and humidity control in all the exhibit and storage space at Heald House

### Administrative:

The Community Preservation Act Committee budgeted \$2,500 for annual operating expenses and spent only \$1,800 of that on membership dues for the Community Preservation Coalition. The funds remaining will be transferred to the Undesignated Fund.

The CPC reviewed, solicited public input and updated the 2016 Town of Carlisle Community Preservation Plan. This Plan describes the process for administering the CPA in Carlisle, the criteria the CPC references when considering applications, and an accounting of CPA revenues and expenditures to date, including funds currently available for allocation and appropriation. The Plan is an informational document for the citizens of the Town, a guideline and instructional document for applicants seeking project funding through the

CPA, and a guidance document for this and future CPA Committees in making recommendations to Town Meeting for project funding. This document will be reviewed annually and modified by future Community Preservation Committees in response to changing community goals and experience with the CPA over time.

**Committee members:**

Luke Ascolillo – Board of Selectmen (Chair)

Kathy Keller – Historical Commission

Steve Perlman – Housing Authority

Samantha Rottenberg – Community Representative

Mark Spears – Recreation Commission

Angie Verge – Conservation Commission

Peter Yelle – Planning Board

# DEER COMMITTEE

## Executive Summary

This document summarizes the activities of the Carlisle Deer Committee in 2018, which oversaw the Carlisle Deer Hunting Pilot program that ran from October 1 through November 24, 2018. 18 hunters hunted on Town land and 10 deer were harvested which is considered a success. There were zero safety incidents. Significant learning was gleaned which will be used to further improve the program should it continue.

## Introduction and Background

In 2016, the Town of Carlisle's Selectmen instituted a Deer Committee to be charged with (i) the task of developing deer hunting regulations, (ii) identifying appropriate hunting parcels of Town land, and (iii) selecting appropriate hunters. During the past 18 months, the committee gathered information from state agencies and local towns undertaking their own hunting programs, listened to Carlisle citizens (either by direct communications, public hearings or feedback during the hunting season), and implemented the hunting program.

Only bowhunting was allowed. This is considered the safest form of hunting (over shotgun and muzzleloader), being a short range (~20 yard) activity. There has never been a safety incident in Massachusetts involving a bowhunter shooting a member of the public.

Hunters were located in temporary tree stands about 20 feet high, shooting in a downward direction and away from the trails. Most hunters used vertical compound bows, and crossbows were permitted in cases where hunters had a special permit, owing to a permanent disability, rendering them unable to draw a vertical bow (as per Mass Wildlife licensing).

Regulations were created by the Deer Committee and approved by the Selectmen. Hunters were required to observe state-determined setbacks of 500 feet from an occupied dwelling and 150 feet from a paved road. Additionally, they were required to locate their stands at least 100 feet away from a marked trail and not to shoot in the direction of any proximal trail.

The start and end dates of the Carlisle Archery Season were determined as follows. MassWildlife announced that for Zone 10, in which Carlisle is located, the Archery Season would start on October 1 (two weeks earlier than originally planned owing to a large deer population). Although MassWildlife allowed bowhunting until the end of December, following input at the public hearing in February 2018, we agreed to set an end date of November 24. Incidentally, throughout this period, neither hunters or members of the public were requested or required to wear orange clothing (which is mandatory for hunters and recommended for the public from November 26 when gun season started).

## Hunting Parcels

With mapping help from MassWildlife, as well as walk-throughs by members of the Deer Committee, 5 parcels of land were finally selected based on suitable terrain, setbacks from private property and roads, and availability of parking. We determined that in total, 270 of out of approximately 1,100 acres of Town-owned land (25%) were suitable for hunting, to be shared by 18 hunters. The parcel for each hunter was selected by lottery. Parcels and hunter distributions in parentheses are shown below.

- Benfield (2)
- Conant Land (2)
- Davis Corridor (includes Sachs Greenway) (8)
- Greenough (North 2, South 2)
- Town Forest (2)

Specific locations and boundaries for each of the hunting parcels are shown here - <https://app.box.com/s/9so9trkj9wn3qtb4xwkcebxmmdno4tra>.

## Hunter Selections

In order to be eligible for selection, hunters had to have appropriate Massachusetts hunting licenses as well as Bowhunter Education Certificates. The latter requirement was aimed at setting the bar as high as possible, enabling us to select only the most proficient and safe bowhunters.

18 hunters were finally selected with remaining applicants being put on a waitlist. Residents and employees of the Town were prioritized over non residents resulting in 7 residents and 11 non-residents, the latter being selected by lottery. All passed CORI background checks, interviews with Deer Committee members and an archery proficiency test. We were careful to emphasize during the interviews that the purpose of the hunt was to reduce the deer population and therefore encouraged hunters to harvest all deer, as opposed to just trophy bucks.

Hunters were issued permits comprising a sticker that had to be attached to their solitary tree stand, a card to be carried by them at all times, and a windshield card to be displayed on their parked vehicle.

The Carlisle Police Department had access to an online database of all the hunters, their contact details, as well as parcel and parking assignments, in the event they were required to make contact, or resolve any public inquiries.

## Deer Harvest

In total 10 deer were taken, 5 bucks (males) and 5 does (females). Details are shown below.

Date	Sex	Parcel
October 12, 2018	F	Benfield
October 23, 2018	M	Davis
October 31, 2018	M	Davis
November 1, 2018	M	Town Forest
November 6, 2018	F	Davis
November 9, 2018	M	Davis
November 17, 2018	M	Davis
November 17, 2018	F	Davis
November 21, 2018	F	Davis
November 24, 2018	F	Davis

All the deer were taken by 6 of the 18 hunters, with one hunter harvesting three deer (with a crossbow), and two hunters harvesting two deer each (both with compound vertical bows).

For the purpose of a simple comparison, we have some harvest data from the Town of Dover that started its own hunt in 2009. For the two years shown below, our data is comparable with respect to the hunter:deer ratio.

Year	Number of hunters	Deer harvested
2010	31	19
2012	58	29

We thus consider the Carlisle deer harvest to have been successful. This is especially notable considering we had a short season (ended Nov 24) and this year the deer rut (mating period) started quite late resulting in fewer deer sightings. We recommend that hunting on Town land continue as part of Carlisle's contribution to the management of the Zone 10 deer overpopulation.

### Key Learnings, Observations and Outcomes

#### 1. Signage

Signs detailing the hunt and to inform members of the public, were placed at all trail entrances to the hunting areas. Following initial feedback that the signs were too small, larger, more distinct, and less verbose signs were made to replace the initial ones. Town Counsel approved the wording of the new signs which were then in place until after the hunt had finished.

We also had comments from certain members of the public that these signs contradicted the “No Hunting” verbiage on the permanent, and often co-located Conservation Commission signs. We consulted with Town Counsel and explained that the deer hunt was focused on a single species aimed at habitat control, whereas the No Hunting bylaw restricted the hunting of all other legally hunt-able species as per Massachusetts hunting laws and seasons. Town Counsel was satisfied that this was not contradictory and had no liability issues for the Town.

## 2. Incidents

Two incidents were reported by members of the public to the Carlisle Police Department (CPD).

The first one involved a hunter leaving entrails in the woods. CPD notified the Deer Agent who then contacted the offending hunter. The hunter removed the entrails the same day.

The second one involved a hunter who was discovered to be hunting on private property abutting town land. The hunter immediately removed his stand following discussion with the owner.

In both of these cases the town-licensed hunters were very apologetic and admitted their error. The Deer Committee is currently reviewing the penalty for such infringements and incorporating the consequences as part of the future application form.

## 3. Litter

There have been reports from members of the public in the Davis Corridor that human excrement was discovered and, separately, discarded paper cups. We cannot attribute that this was due to a hunter as opposed to any other user of public land, but we are aiming to emphasize to all hunters that they should operate under “Leave No Trace”, thereby minimizing the risk of such occurrences.

## 4. Tree stand orientation

Two tree stands were reported to be facing directly at trails (one in the Davis Corridor and the other in the Town Forest). The regulations state that hunters must not shoot in the direction of trails but there is no specific mention of tree stand orientation. Since hunters have about 300 degrees of freedom of movement, this may be more of a safety perception issue by non-hunters. Nevertheless, we will look into this.

## 5. Hunter harassment

One hunter reported to the Deer Agent that he was being bothered by a non-hunter. After asking for his credentials and verifying that he was a bona-fide licensed hunter, the person continued to mull around looking for evidence of baiting or something else, and generally interfering with his hunt. The Deer Agent advised the hunter that hunter harassment is illegal in Massachusetts and that it was up to the hunter to decide whether to call the Environmental Police, who would then make their own determination.

## 6. Trail Usage

Several people have commented that they did not use the trails owing to safety concerns and that this impacts their freedoms, especially as they are taxpayers. Earlier in this report we mentioned that only 25% of Town land was made available for hunting. Further analysis showed that 28% of the trails on Town land border our hunting areas thus leaving 72% of trail mileage free and clear. The Deer Committee will look into how to communicate better and to allay worries about bowhunting safety. Additionally, some voiced concerns about seeing entrails or dead deer. The latter issue has been addressed in that entrails will be bagged and removed by the hunter. It is possible that trail users may encounter a hunter hauling out a deer. The probability of this happening to any individual is very low, however, and we will encourage the hunters to call ahead if they see a trail user to reduce the risk of such encounters.

## 7. Illegal Tree Stand

An illegal tree stand on Town land off Kimball Road was reported to the Deer Agent. After locating the stand and taking GPS coordinates that confirmed it was on Town land, CPD were notified and, with assistance from a police officer, the tree stand was removed by the Deer Agent and is now in storage at the police station.

## 8. Tree Stand Removal

Several residents voiced concerns that tree stands should have been removed the day after the season ended, citing that illegal hunters could use these stands for their own use while they were still up. The Deer Committee considered the latter issue of low risk and reasonable for hunters to be given 15 days to remove their stands. The logic behind this was that between work and hunting (on other properties), hunters had only 3 Sundays (being no-hunting days) in which to vacate.

## 9. Trail Cameras

Some residents were concerned that trail cameras were used by hunters. These are usually located well off of trails, being close to the tree stands, and are essential for determining deer presence and behavior patterns. Trail users should not be concerned that they are being spied upon. There is no policy at Town or State level regarding the use of trail cameras.

### Reference materials

- Carlisle Deer Hunting Regulations - <http://www.carlislema.gov/DocumentCenter/View/1210/Deer-Hunting-Regulations-for-Carlisle-Town-Land>
- Carlisle Deer Committee document storage area - <https://app.box.com/s/vcbw4rbwg8pu9b4em9qrqx285uspzfvvs>
- Frequently Asked Questions - <https://docs.google.com/document/d/1HcmMkIlv2jmwyJH4YI6mUXL9aT2rWK0RHNZzvIZDmZc/edit?usp=sharing>

Deer Committee: Todd Thorsen (Chair, Board of Health), Sgt. Scott Barnes (Carlisle Police), Dan Bojanic (Deer Agent), John Keating (Member at Large), Kerry Kissinger (Selectman), Steve Smith (Conservation Commission), Steve Tobin (Trails Committee).

## **DOG CONTROL SUB-COMMITTEE**

The Dog Control Sub Committee was created by the Board of Selectmen in the Spring of 2017. The Committee was chartered with addressing dog related complaints by the public and reviewing the existing town bylaws regarding dogs. The committee consisted of six voting members and two non-voting members.

Overall the committee met eleven times. In early 2018 the committee met twice to discuss and finalize new bylaws concerning the control of dogs in Carlisle as well as commercial Dog Walkers. One of these meetings included town counsel to work on specific wording of the bylaws. In addition, there were two other committee meetings designed to solicit input from the public. One was a special meeting geared specifically toward the dog bylaws and the other was a presentation and question and answer session at a Conservation Coffee. A committee representative also made a presentation to the Conservation Commission to gain their support at town meeting.

The new bylaws were presented at the 2018 Town Meeting on April 28th. One amendment was proposed to change the number of licenses per commercial dog walking company from three to five. The amendment passed and then the bylaws were also voted in by the town.

After Town Meeting the committee met once more to discuss the final items that needed addressing, such as the design of the commercial licenses and dog control tickets. At the conclusion of this meeting the committee felt they had achieved the goals assigned them by the Board of Selectmen and decided to disband the committee. A vote was taken and the committee was disbanded.

Respectfully submitted by:

Luke Ascollilo  
Todd Brady  
Lt. Leo Crowe  
Stacy Lennon – co-chair  
Drew McMorrow  
Susan Provenzano – co-chair  
Larry Sorli  
Dan Wells

## HOUSEHOLD RECYCLING COMMITTEE

### Solid Waste / Recycling

Carlisle generated a total of 2,729 tons of solid waste in 2018. There were 1,811 tons of trash taken to the NESWC incinerator for disposal and 917 tons were recycled. This was a recycling rate of 33.6%.

The following is the list of recycled materials for 2018 and the associated revenue/cost.

<u>Recycled Item</u>	<u>Tons</u>	<u>Revenue(\$/Ton)*</u>	<u>Total Revenue (\$)*</u>
Newspaper	27	- 14.00	- 382
Mixed Paper	178	- 14.00	- 2,494
Cardboard	186	+ 36.00	+ 6,705
Wood (Construction Debris)	222	- 85.00	- 18,844
Metal	100	+ 80.00	+ 8,019
Glass (Mixed)	125	- 41.00	- 5,118
Mixed Plastic	56	+16.00	+ 901
Aluminum and Tin Cans	11.8	+ 36.00	+ 424
Tires	5.7	- 250.00	- 1,428
Freon Units	5.0	0	0
<b>TOTAL</b>	<b>917</b>	<b>----</b>	<b>(year-end) (- 12,215)</b>

\* The amounts received and total revenues are the year-end figures.

### Historical Summary (Tons)

<u>Recycled Item</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Newspaper	92	90	71	68	59	51	41	39	27
Mixed Paper	179	166	184	186	184	196	193	185	178
Cardboard	155	161	153	161	160	182	184	176	186
Wood	344	321	271	256	243	250	238	217	222
Metal	99	86	88	83	88	107	88	97	100
Clear Glass	44	46	48	45	45	48	47	44	----
Colored Glass / Mixed	74	76	81	71	70	73	80	75	125
Milk Jugs	7.1	----	----	----	----	----	----	----	----
Mixed Plastic	28	55	66	48	56	58	60	57	56
Aluminum/Tin Cans	13	16	11	12	11	12	11	9.6	11.8
Tires	10	10	6.0	12	10	6.7	8.0	7.3	5.7
Freon Units	11	11	7.6	7.9	3.2	4.9	8.4	6.9	5.0
Recycle Total	1,055	1,037	985	948	929	989	960	915	917

Trash Total	1,890	1,874	1,818	1,809	1,855	1,826	1,784	1,811	1,811
Total Material	2,945	2,911	2,804	2,757	2,784	2,815	2,744	2,726	2,729
% Recycled	35.8%	35.6%	35.1%	34.4%	33.4%	35.1%	35.0%	33.6%	33.6%

Household Recycling Committee - 2018

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The NESWC tipping fees for trash disposal under the current contract are:

Contract Year	Tipping Fee (per Ton)
July 2014 - June 2015	\$74.00
July 2015 - June 2016	\$63.00
July 2016 - June 2017	\$64.58
July 2017 - June 2018	\$66.19
July 2018 - June 2019	\$67.84
July 2019 - June 2020	\$69.54

### **Other Activities**

- This year the net cost from the recycled materials was \$ -12,215. This was a cost of \$13.32 per ton. This was a savings of \$53.70 from the average trash tipping fee of \$67.02.
- More Than Words Bookstore and Café continued their pick-up of the used books from the Swap Shed instead of disposing of them with the recycled paper. The books are sold at their Bookstore/Café in Waltham, MA. More-Than-Words is a nonprofit social enterprise that empowers urban youth by helping them run a business.
- The Recycling Committee spent the majority of the year preparing a solid waste report which was requested by the selectmen. The report was finalized and submitted to the selectmen in early 2019.

Members:

Daniel Scholten

Launa Zimmaro

Robert Wallhagen

Gary Davis (DPW)

Robert Peary, Chairman

## LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee (LSC) was created as a permanent sub-committee of the Conservation Commission (ConsCom) in December 2005. The charter of the LSC is to support ConsCom in managing Town-owned conservation land. The LSC currently has six members, unchanged from last year. The committee met 9 times during the year.

In keeping with the mandate to support ConsCom, LSC members have been involved in: (1) the Cranberry Bog Alternatives Committee (CBAC), (2) reviewing a request to remove weeds and then plant native plants on the Davis Corridor land (which resulted in the drafting of a planting permit guidance document), (3) developing, installing and maintaining new signage concerning removal of dog waste at the Cranberry Bog, and (4) generally monitoring usage and condition of town-owned conservation parcels and addressing various other land management issues. Some of the above projects are described below in more detail.

Two members of the LSC, Debby Geltner and Warren Lyman, continued their active involvement with the CBAC, participating in the preparation and publication of its final report (Addendum Report, March 2018). The progress and proposals of the CBAC were discussed at various LSC meetings as the work of the CBAC progressed. The LSC then followed the activity of the successor "Cranberry Bog Working Group" established by ConsCom.

The LSC submitted a final proposal for signs to encourage the removal by dog walkers of dog waste at the Cranberry Bog. This proposal was approved by ConsCom and signs were printed, assembled and installed on a path of the Cranberry Bog near Curve Street. The signs were later discovered to be variously damaged and missing/stolen. New signs were constructed and installed near the Cranberry Bog House. The new set of signs were not vandalized and remained in place for a couple of months. At the end of the year, water damage was noted and the signs were taken in and expected to be replaced and re-installed in the spring.

A Carlisle resident of Malcolm Meadows proposed to remove invasive non-native plants from a portion of the Davis Corridor Land and to plant native species in their place. Debby Geltner drafted a planting permit guidance document that was reviewed and approved by the LSC and shared with the ConsCom. The document in particular focuses on appropriate planting processes and identification of what species and cultivars should accurately be considered native plants, selecting from lists of the New England Wildflower Society and from the Natural Heritage and Endangered Species Program's Vascular Plants of Massachusetts List for Middlesex County. It is expected that a permit request by the resident will be acted upon in March of 2019 by ConsCom, using this guidance document.

Members of the committee actively monitored the condition and usage of various town-owned conservation parcels during the year. Storm damage from several spring snow and ice storms was evaluated and clean-up monitored (and members of the committee assisted with

removal of debris from conservation parcel field edges). The need for a new well at the Cranberry Bog was discussed and supported by the LSC at Town Meeting, where necessary funding was approved. Removal of nursery trees and agricultural infrastructure from a terminated agricultural license at Fox Hill was monitored - some work was completed, but not all by year's end. The LSC walked a portion of the new Woodward Land conservation parcel and prepared for a baseline assessment.

Land Stewardship Committee members:

Tom Brownrigg

Lyn Carroll

Dwight DeMay

Debby Geltner (Co-Chair)

Warren Lyman

Andrew Wilmot (Co-Chair)

Conservation Administrator: Sylvia Willard

## PATHWAYS II COMMITTEE

The Carlisle Pathways II Committee established the following vision to guide its work:

The Carlisle Pathways will be a fully connected, roadside, pedestrian network that is an asset to our community. The system will provide direct, walkable routes along the main roads of Carlisle, connecting our neighborhoods to the amenities and resources of town center and to our trails. Carlisle Pathways will promote safety, community, health, education, recreation and the environment.

In 2018 the Carlisle Pathways Committee took steps toward expansion of the existing Pathway network. Bedford Road was identified as a priority due to the increased volume and speed of traffic and frequency of pedestrian use. The Pathways Committee recommended expenditure of \$25,000 from existing funds for engineering design for pathway expansion along Bedford Rd. from Kimball's to the Foss Farm trailhead. These designs were incorporated into a funding application for pathway construction submitted to MassWorks under the STRAP program in August 2018.

Pathways Committee members participated in the Carlisle Complete Streets initiative which resulted in adoption of a Complete Streets policy by the Board of Selectmen, development

of a prioritization plan for Carlisle pedestrian safety and access projects, and submission of a Complete Streets grant funding application in October 2018 to address pedestrian safety and access in Town Center.

An additional \$10,000 was expended from existing funds to conduct a safety study of 3

existing crosswalks on Bedford Road in response to citizen concerns. The engineering study, *Crosswalk Safety Enhancements Report*, dated November 26th, 2018 details recommendations for safety improvements of which several are slated to be implemented in early summer 2019. The Pathways Committee voted to support reduction of the speed limit to 25 mph in designated areas as identified by the Carlisle Traffic Safety Advisory Committee (TSAC) in order to make critical improvements to pedestrian and crosswalk safety.

The Pathways Committee looks forward to the work ahead in 2019.

Respectfully submitted,

Carlisle Pathways II Committee:  
Deb Belanger (Vice Chair)  
Melynda Gambino (Chair)  
Peter Gambino (Planning Board Representative)  
Jen Godfrey  
Sandy Nash

## PLANNING BOARD

The Carlisle Planning Board is a seven-member elected board with up to two appointed Associate Members, supported by a Planning Administrator and an Assistant to the Planner. Massachusetts state statutes and the Town's bylaws establish specific responsibilities and requirements for the Planning Board.

The Board reviews and approves the division of land under the Subdivision Control Law (MGL Ch. 41) and the Board's Subdivision Rules and Regulations. It also serves as the Special Permit Granting Authority as authorized by the state Zoning Act (MGL Ch. 40A) and the Carlisle Zoning Bylaws for various types of land use and development petitions, including those for common driveways, conservation clusters, residential open space community developments (including those with age-restricted housing), personal wireless service facilities, solar photovoltaic facilities, medical and adult marijuana establishments, and accessory apartments. The Zoning Act also requires the Board to guide the process of Zoning Bylaw amendments through Town Meeting. The Planning Board is also charged with Site Plan Review of non-residential development and re-development, coordinating that review with input from all other relevant Town boards and officials. In addition, under MGL Ch. 40, the Planning Board must give its consent before any alterations are made to trees and stone walls along the Town's Scenic Roads. Finally, the Planning Board serves in an advisory capacity to the Board of Selectmen for the acceptance of Town ways, and to the Zoning Board of Appeals for Comprehensive Permits for affordable housing development under MGL Ch. 40B.

Beyond these responsibilities, the Planning Board is charged by state law (MGL Ch. 41) to "make careful studies and when necessary prepare plans of the resources, possibilities and needs of the town, and...submit to the selectmen a report thereon, with its recommendations." This charge also includes the Board's responsibility to prepare, from time to time, a master plan or study plan of the town. Although the most recent Study Plan was adopted by Town Meeting in 1995, the Planning Board has regularly worked with other boards in the preparation of more focused and contemporary plans that are required periodically by the Commonwealth. These include, most recently, a Housing Production Plan, updated and approved by the state in 2015, and a comprehensive update of the Open Space and Recreation Plan that was completed in 2013. But most importantly, in 2018 the Board took specific actions to begin to prepare a new Master Plan for the town.

### *Mission*

The Board's overall responsibility under state law is to protect the health, safety and welfare of Carlisle's residents. Guided by the General Laws of the Commonwealth, the Zoning Bylaws, the Study Plan, and citizens' comments and concerns, the Board strives to preserve and enhance Carlisle's character through the use of its regulatory tools, while also respecting property owners' rights. To achieve these goals, the Board recommends and, as applicable, requires changes to development proposals through the permitting process. Board members and staff strive to work with project proponents, technical advisors, other Town officials, and

Carlisle residents to shape development projects so as to preserve natural resources and minimize negative impacts upon the community.

### ***2018 Development Overview***

Consistent with the above mission, the Planning Board has long emphasized its attempts to manage residential growth in Carlisle, rather than simply permitting it in response to development applications. Increasingly, tracts proposed for development in Carlisle have been either large parcels that long-term owners have kept out of development for many years or parcels with serious constraints on development, such as extensive ledge or wetlands, riverfront area, minimal upland, and/or access issues. The latter category of parcels proposed for development, those with serious constraints, requires increased coordination among the land use boards to address often interrelated issues of stormwater management, water supply, sewage disposal, and protection of wetlands, surface water and groundwater.

In the mid-2000's, the Planning Board experienced extremely high levels of land development permitting. During these years, the surplus of lots available for development reached the range of 60-75. But from 2009 to 2017, the build-out of the new single-family lots created by the Board's actions dropped to an average of 7-8 new home building permits issued per year, with a brief spike to 19 in 2013. After accounting for new lot creation, the inventory of available building lots at the end of 2018 was only 10 parcels on scattered sites, slightly less than the inventory at the beginning of the year. This very modest supply, combined with the demand generated by a healthy economy, is likely to generate more proposals to subdivide available open land in the near future. From inquiries made to the Planning Board office late this year, there appear to be several sites under consideration, including a 42-acre site on Bedford Road for which a conceptual open space development plan was reviewed by the Board late in the year. Therefore, Carlisle seems to be facing a period of increased growth, which the Board expects to continue to manage.

### ***Board Actions and Initiatives***

In 2018, the business of the Planning Board, and to a certain extent that of the Town as a whole, was focused on the need to prepare a new master plan to guide the development of the entire town. The Planning Board's permitting activity in 2018 did not produce many new individual house lots, but the Board also granted special permits for five accessory apartments, two of which were in detached structures. The latter took advantage of a Zoning Bylaw amendment approved in 2017, and this was by far the largest number of new apartments approved in a single year since the accessory apartment bylaw was first adopted in 1989.

The Board approved a new 2-lot common driveway special permit on Bingham Road this year, and a Definitive Subdivision Plan to provide frontage to three existing developed lots on Brook Street. The Board also approved Site Plans for three Town-owned parcels, the Fire Station on Westford Street, the Banta-Davis fields on Bedford Road, and a small parcel on Proctor Road on the Chelmsford town line. This approval will allow construction of a public safety communications tower on each of these sites, part of a larger new communications system for Fire, Police and first responders, which was funded at the 2017 Town Meeting

In 2018, the Planning Board continued to oversee the buildout of roadways and other infrastructure at previously-approved developments at Lion’s Gate (West Street) , Elliott Farms Way, Chestnut Estates, Arrowhead Lane, a 2-lot common driveway at 268-70 Fiske Street, and Garrison Place condominiums (Russell Street)—see the Table 1 summarizing Carlisle’s development status below.

### ***Support for Other Town Offices***

The Planning Board has also continued to focus this year on several internal and/or advisory tasks that are necessary to support development decisions in the town. Most significant among these is the annual updating and correction of the Town’s official maps, coordinating with the Assessors and their mapping contractor. These contain not only property information maintained by the Assessors, but also information on conservation restrictions and the Wetland/Flood Hazard and Solar Facilities Zoning overlay districts. The Planning Board staff has primary responsibility for these updates, which include not only changes necessitated by Board actions, but also all other changes and corrections, as needed. With the launch of a new Town web site at mid-year, the Board staff took steps to coordinate its processes of posting notices and information and scheduling meetings with the Town Clerk and the Selectmen’s offices.

The Board also continued to work with the Board of Health and the Council on Aging as a key collaborator in an on-going Community Health Needs Assessment (“Caring4Carlisle”), completed in 2017 and sponsored by a Healthy Communities Planning Grant, funded by Lahey Hospital and Medical Center. This effort allowed the Town, through the three collaborating departments, to apply for and receive this year an Implementation Grant of \$30,000 to address some of the identified needs. Board staff assisted in preparing the grant proposal, and the Community Health Network Area 15 (CHNA15) approved three simultaneous projects, to be carried out over a 15 month period: a pilot of a Public Health Nurse; a pilot of individual and/or shared transportation services for seniors and residents with disabilities or other transportation challenges; and a feasibility study of creating an intergenerational community center. For the latter two projects, advisory groups were created including Planning Board members and staff. These groups were charged with developing RFP’s for service providers and subsequently selecting contractors, assisted by the Town Administrator. By the end of the year, Lyft, a Transportation Network Company, and Abacus, an architectural and planning firm, were in place to carry out these two implementation programs.

### ***Master Planning***

One of the Board’s primary initiatives this year was to make substantial progress towards developing a Master Plan for the future development of the town, a responsibility prescribed by the State’s planning statutes. Preliminary research began in 2016, and in 2017 the Planning Board drafted a mission statement, conducted outreach to the community, and appointed a 9-member Master Plan Steering Committee in the spring. These volunteers worked for over 6 months to “Plan for the Plan,” and ultimately recommended a sequential 3-phase process, with the second and third phases supported by a professional planning

consultant, and the establishment of a new Steering Committee and a larger Advisory Committee to guide the process. In 2018, to kick off “Phase 0,” the Planning Board appointed a new 7-member Steering Committee (MPSC), with some members remaining and others bringing new energy and suggestions to the task. They established a web site, and in June organized an “Ideas Forum” at the School cafeteria, where more than 100 residents actively took part. In the fall, they reached out to the community again to establish the Advisory Committee to represent as many Carlisle stakeholders as possible, and to provide input and review progress throughout the preparation of the Plan. The MPSC envisioned an Advisory Committee of about 25 people, but when 40 submitted applications and resumes, the MPSC decided to appoint them all, including those ranging from high school students to seniors, with backgrounds and interests covering a very broad spectrum.

In November, the MPSC presented a Progress Report to the Planning Board in a public meeting. They described the **purposes** of the Master Plan: **creating a shared vision** developed through an inclusive community process; **providing a road map** defining destinations and metrics that will allow the Town to prioritize future community needs and to measure progress towards attaining them; **using an integrated approach** that accepts input and builds consensus among stakeholders; and **including a comprehensive action plan** that addresses both short-term needs and long-term goals. Based upon input from the Ideas Forum and feedback from the Advisory Committee, the MPSC identified ten major recurring themes in which the Carlisle community has expressed interest, in some cases for many years. The Master Plan will focus on these themes (in alphabetical order): Agricultural Use Preservation; Conservation and Recreation; Community Center; Creating Community; Housing Diversity; Revenue Generating Opportunities; Sustainability; Town Center Potential; Transportation Options; and Walkable Connections.

2018-19 Master Plan Steering Committee members: Janne Corneil (Chair), Peter Gambino, Kerry Kissinger, Stacy Lennon, Jason Molten, Jessica Nierenberg, and Tatyana White.

### ***Zoning Bylaw Amendments and Regulations***

Following a very active 2017 in amending the Zoning Bylaws, in 2018 the Board proposed only the extension of the moratorium adopted the previous year on recreational marijuana establishments by six additional months, through June 30, 2019. The purpose was to allow the Town time to develop and adopt reasonable bylaws and regulations regarding these uses at the 2019 Annual Town Meeting. This amendment was the subject of a public hearing by the Planning Board, followed by their formal recommendation to Town Meeting, which actions are required by the Massachusetts General Laws. The extension passed the 2018 Town Meeting, but the Attorney General’s office did not approve the Bylaw, so the original moratorium expired at the end of the year.

However, following the substantial Zoning Bylaw amendments adopted the previous year, in 2018 the Planning Board adopted new Regulations for Residential Open Space Community (ROSC) Special Permits, amended the Senior Residential Open Space Community (SROSC) Special Permit Regulations—to make them more consistent with those of the ROSC, and also amended the Accessory Apartment Special Permit Regulations in conjunction with the Board

of Health's review of these applications. At the request of the Conservation Commission, the Planning Board also reviewed its Common Driveway Special Permit Regulations with the goal of making more expeditious decisions on driveways serving fewer than 3 lots.

### ***Construction Management***

A substantial portion of the work of the Planning Board and its staff involves the oversight of land development projects during the construction process until their completion to ensure that each site's development is consistent with the Board's approval. In larger residential projects, this is an effort that may continue for 7–10 years until construction of the homes in the development is finished. The Board works with its peer review consulting engineers to maintain this oversight until it can be certified that the project is complete.

The status of all current and proposed development as of December 31, 2018, is summarized in the following tables. Table 1 summarizes residential construction; Table 2 is a status report on all personal wireless facilities in the town.

**Table 1**

<b><u>Location</u></b>	<b><u>Lots</u></b>	<b><u>Name</u></b>	<b><u>Status</u></b>
<b><u>Subdivisions</u></b>			
81 Russell Street	2 lots	Garrison Place	Approved with SROSC 2014; Under construction
542-570 West Street	4 lots	Lion's Gate	Approved 2016 Under construction
296-312 Brook Street	3 lots (existing)	(no name)	Approved 2018 Complete
<b><u>Special Permits - Common Driveways</u></b>			
Off Cross Street	2 lots	#317 (no name)	Approved 1998 Review incomplete
Off Rutland Street	4 lots 3 lots	Chestnut Lane Twin Beech Road	Approved 2007 Not yet complete
268-270 Fiske Street	2 lots	(no name)	Approved 2008; reapproved 2017 Not yet complete
291 River Road	6 lots	Elliott Farms Way	Approved 2011; Amended 2015 Construction begun 2016 Not yet complete
61 Judy Farm Road	3 lots	Isaac's Way	Approved 2014; Extended 2018; not built
267 Rutland Street	3 lots	Arrowhead Lane	Approved 2017 Complete
48 Bingham Road	2 lots	(no name)	Approved 2018; not built
<b><u>Special Permit - Conservation Cluster</u></b>			
Rutland Street	7 lots	Chestnut Estates	Approved 2007 Not yet complete
<b><u>Special Permit – Senior Residential Open Space Community</u></b>			
81 Russell Street	16 units	Garrison Place	Approved 2014; appealed to Land Court, remanded & approved 2016 Under construction

**Table 2**

**Planning Board Special Permits - Personal Wireless Service Facilities**

**AT&T Wireless**

871 Bedford Road	189 ft. monopole	Court ordered 2003, <u>operational</u>
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**Sprint PCS**

871 Bedford Road	189 Ft. monopole	Court ordered 2003, <u>operational</u>
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**T-Mobile - Omnipoint**

871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2006, <u>operational</u>
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1022 Westford Street	80-90 ft. monopole	Permit granted 2007, <u>operational</u>
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27 School Street	Stealth installation within bell tower	Permit granted 2008, <u>operational</u>
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**Metro PCS**

871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2008, <u>operational</u>
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**Verizon Wireless**

871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2009, <u>operational</u>
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27 School Street	Stealth installation within church steeple	Permit granted 2017, <u>operational</u>
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***Finances***

Planning Board activities during 2018 generated a total income of \$4,500 through application fees, all of which was paid to the General Fund. The Planning Board has no statutory mechanism to retain application fees, unlike many other Town boards, and is entirely reliant on Town Meeting appropriations to conduct planning activities.

Project review fees, which are held in special revenue accounts (“53G accounts”) and limited to payment of the costs of technical review of submitted plans and project construction oversight by engineering consultants, were received in a total of \$20,300 for 2018. Any funds remaining in the account allocated to a particular project are returned to the applicant once the development is completed or the approval lapses. As noted, none of these fees can be used for planning initiatives by the Town.

Several years ago, the Planning Board proposed a recurring warrant article to provide some funding previously covered under the Planning and Professional budget line item, eliminated in 2009 as part of a series of budget cuts. This article in the amount of \$5,000 was approved at the 2010 Annual Town Meeting, and an equal amount was added at the 2011 Town Meeting, bringing the total to \$10,000. No additional funds were requested in 2018 or in the intervening years, but there were some modest expenditures this year to support the initial efforts of the Master Plan Steering Committee for public outreach and participation. These expenditures totaled \$600.

### ***Overview of 2018 Board Activity***

Traditional measures of Board activity in terms of permits granted, new lots or roadways created, development projects completed, or fee income derived do not accurately reflect the majority of the business that the Planning Board normally undertakes. The following categorized summary gives a more accurate picture of that work, much of which was generated by initiatives taken by the Board itself to support its permitting functions, and Planning Board services requested by and provided to other Town and regional agencies. Most of this work is not accounted for by measuring new development or income, but is nevertheless a necessary responsibility of the Board.

#### **Applications to the Board: Approval Not Required (Subdivision) Plans**

- 790 Concord Street and South Street – 2 lots (reconfiguration)
- 767 Bedford Road (a.k.a, 2 Maple Street) – 1 new lot
- Curve Street – 2 new lots, 1 building lot
- 46 Virginia Farm Lane – 2 lots, 1 building lot

#### **Other Applications to the Board**

- Common Driveway Special Permit – 48 Bingham Road – 2 lots
- Definitive Subdivision Plan -296-312 Brook Street – 3 lots
- Accessory Apartment Special Permit – 97 Hanover Road
- Accessory Apartment Special Permit – 498 Cross Street – detached structure
- Accessory Apartment Special Permit – 70 Orchard Acres – detached structure
- Accessory Apartment Special Permit – 95 Hemlock Hill Road
- Accessory Apartment Special Permit – 542 Cross Street
- Site Plan Review – Public Safety Communications Facilities – 304 Bedford Road, 80 Westford Street & 2 Proctor Road
- Extension of time to exercise Common Driveway Special Permit – 61 Judy Farm Rd. (twice)

#### **Public Hearings and Other Actions not Associated with Permit Applications**

- Proposed Zoning Bylaw amendment hearing: 5.11 – Recreational Marijuana Moratorium
- Review of proposed Planning Board Residential Open Space Communities Rules and Regulations
- Review of proposed amendments to Accessory Apartment Rules and Regulations

#### **Conceptual Plan Discussion**

- Land between 767 and 871 Bedford Road – proposed ROSC development

#### **Planning Board Construction Oversight**

- Chestnut Estates Conservation Cluster (off Rutland Street), common drives, trails and infrastructure
- Elliott Farms Way (off Skelton Road), common drive and bridge
- 268-270 Fiske Street, common driveway
- 267 Russell Street, Arrowhead Lane, common driveway & stream crossing
- 48 Bingham Road, common driveway and wetlands crossing
- Lion’s Gate Subdivision (off West Street), subdivision road and infrastructure
- 81 Russell Street. Garrison Place. 16 unit senior housing duplexes and infrastructure
- 80 Westford Street, Public Safety Communications tower
- 304 Bedford Road, Public Safety Communications tower
- 2 Proctor Road, Public Safety Communications tower

#### **Planning Board Initiatives**

- Designed, conducted and evaluated on-line survey of Carlisle citizens’ opinions on the control of recreational marijuana facilities by the Town
- Prepared and reviewed draft amendment to Zoning Bylaws re: Sec. 5.11 – Recreational Marijuana Moratorium
- Appointed a Master Plan Steering Committee (MPSC); created a mission statement on the development of a Town Master Plan; coordinated outreach to form a Master Plan Advisory Committee, reviewed and discussed the Committee’s reports, approach and scope of work
- Continued review of Open Meeting Law amendments and implementation of PB compliance
- Members and staff attended seminars and training by Metropolitan Area Planning Council, Citizen Planner Training Collaborative and Mass. Association of Planning Directors

#### **Planning Support Services Provided to Other Boards, Departments, Towns and Regional Entities**

- Worked with Assessors and Town’s mapping contractor to provide and review annual tax map updates, and to make GIS maps available to multiple users
- Served as one of three key collaborators to Caring4Carlisle’s Community Health Assessment and in subsequent Implementation grant proposal and CHNA-funded activities
- Reviewed and advised on applications for MassWorks and Complete Streets grants submitted by the Pathways II Committee and the Traffic Safety Advisory Committee
- Reviewed and provided to Building Commissioner PB file information regarding accessory uses and non-compliance with Zoning Bylaw requirements at properties at various locations
- Implemented the establishment of joint pre-application submission conferences involving all Town land use boards and officials for developments of two or more units

- **Appointed a member to serve on the Selectmen’s Local Initiative Program (LIP) Regulations Committee**
- **Advised Energy Task Force on development of Municipal Solar Facilities plan**
- **Joined with the MAGIC region and AARP to form Network of Age-Friendly Communities**
- **Consulted with Town Counsel on various Planning Board policy matters, including development of Recreational Marijuana Facilities bylaws and policies**

**Other Business**

- **Prepared annual budget analyses and projections at request of Finance Committee (FinCom)**
- **Sought and received approval of new Assistant to Planner staff position by Personnel Board, FinCom and Selectmen; conducted search and hiring process to fill position**
- **In consultation with MPSC, prepared Master Plan Work Plan and budget request**
- **Developed a plan to make GIS technology incorporating local data available to Town staff and to the public**
- **Ongoing technology management, including, but not limited to, upgrades of office software and hardware**
- **Staff and Board member re-certification of completion of State Ethics Law training**

***Membership***

In the 2018 annual election, two 3-year positions were available. Treasurer Jonathan Stevens, then holding a one-year seat but having served for a total of 7 years, again ran for a full-term seat, Peter Yelle ran for re-election to his second full term, and both were re-elected without challengers. That preserved the entire Board membership all now having served together for the last two years. Such continuity is rare in Carlisle, but very helpful when making decisions on the complex matters that come before this Board. While Tom Lane’s term as Associate Member will continue until 2019, the second Associate Member seat remains vacant. *The Board invites and encourages interested Carlisle voters to apply for this appointed Associate position, or to run for an elected seat in the spring.* The Board is best served by committed members with energy and diverse backgrounds coming together to do important work for the Town.

In the reorganization after the election, Peter Gambino was re-elected to serve as Chair, Jonathan Stevens as Vice-Chair, Madeleine Blake as Treasurer, and Ed Rolfe as Board Clerk. Thus, over the course of 2018, the Board’s business has been carried out efficiently with an experienced leadership team, and the Board’s high level of dedication and expertise has been maintained.

Planning Board members also continued to emphasize the importance of maintaining liaisons with other boards and committees. Peter Gambino serves as liaison to the Selectmen and the Recreation Commission, and is an appointed member of the Master Plan Steering Committee and the Pathways II Committee. He is also the alternate liaison to the Council on Aging, the Carlisle Energy Task Force, and to Town Counsel. Madeleine Blake is liaison to Town

Counsel, the Council on Aging, and the Housing Authority, and alternate liaison to the Trails Committee. She is also the Board's alternate appointee to the Minuteman Advisory Group for Interlocal Coordination (MAGIC). Ed Rolfe is the Board's appointed member of the Historical Commission, is liaison to the Board of Health, and is alternate liaison to the Recreation Commission. Jonathan Stevens is the Board's MAGIC representative, is a member of the Conservation Restriction Advisory Committee (CRAC), and is alternate liaison to the Housing Authority and the Board of Health. Peter Yelle is a member of the Community Preservation Act Committee and is liaison to the Board of Appeals (ZBA) and to the Conservation Commission. Jason Walsh is liaison to the Energy Task Force, and alternate liaison to the Conservation Commission. Rob Misek is liaison to the Trails Committee, and alternate liaison to the ZBA.

### ***Support***

The Planning Board benefits from high quality professional assistance, having engineering consultants with a broad range of expertise available to assist in the technical review of the plans brought before the Board, work that is paid out of restricted special 53G accounts funded by applicants (with any unused funds ultimately returned to them). The Board uses the services of Nitsch Engineering, Inc., of Boston, and LandTech Consultants, Inc., of Westford. The Board also relies on the expertise of Town Counsel, Miyares and Harrington, LLP, to help interpret zoning and subdivision law and to represent the Board in litigation. For 2018, the Board is pleased to report that there is no pending litigation in which it is involved.

The Planning Board's staff has continued to provide excellent service throughout the year. Planning Administrator George Mansfield has completed 23 years providing highly knowledgeable and professional support to the Board. Mr. Mansfield has agreed to delay retirement, but at his request, his position is now part-time (25 hours/week). However, the Board is now served by a capable and very experienced Assistant to Planner, Gretchen Caywood, who had held the position as the Board's Administrative Assistant since 2005, and now works nearly full time (33 hours/week). This allows Ms. Caywood to staff the office each day during regular Town Hall hours with a minimal increase in the Board's budget. She now is providing a more professional level of services similar to those typically offered by Assistant or Associate Planners in comparable municipalities. Ms. Caywood also continues in her role (since 2006) as Administrative Assistant to the Historical Commission, and brings the knowledge gained from this experience, as well as from her previous service to the Board of Health and as part-time Assistant Town Clerk, to broaden the Planning Board's ability to carry out its mission.

### ***The Year Ahead***

During 2019, the Board will continue to confront the challenges of the changing needs and resources of the town. The Board is eager to move forward with talented and committed resident support and professional assistance to carry out the long-awaited master planning effort. The Board also expects to continue to provide planning advice to others in their efforts to interpret and amend the Zoning and General Bylaws to meet the needs of the Town. While it is difficult to predict the level of new development, with the Town's long-range planning efforts, with the expectation of continuing applications for both conventional

development and the newly-available Residential Open Space Community option, continuation of the build-out of Board-approved projects, implementing the Town's Public Safety Communications System facilities, and responding to newly-expressed commercial interest in expanding personal wireless services facilities and other non-residential development, 2019 is expected to be a very busy year.

In all matters, the Planning Board will, as in the past, be working closely with the Town's other land development, public health, housing, and environmental protection agencies. In this manner, the Board's goals are to achieve cost savings through better coordination, as well as to preserve Carlisle's open space and rurality, to provide a diversity of housing choices through a managed process, to safeguard water quality and quantity, and to control the fiscal and other impacts of new development upon the town.

**Planning Board Members:**

Peter Gambino, Chair  
Jonathan Stevens, Vice Chair  
Madeleine Blake, Treasurer  
Ed Rolfe, Clerk  
Rob Misek  
Jason Walsh  
Peter Yelle

**Associate Members:**

Tom Lane  
Vacant

## TRAILS COMMITTEE

There were three major events for the Trails Committee in 2018: completion of the 2018 edition of Trails in Carlisle, massive trail cleanup after 3 nor'easters in March, and construction of two boardwalks on the Rodgers Road Connector. Throughout the year the Committee pursued its five major goals: 1) public education, 2) maintaining existing trails on public land, 3) working to preserve trails on private land being developed, 4) creating new trails, and 5) advising the Selectmen on trails issues.

Public education –The committee led five public walks this year. A January 27 full moon hike at the Towle Land attracted 34 walkers on a balmy but cloudy night. On April 22, 20 people joined an Earth Day walk at the Greenough Land. On June 16, as part of Riverfest, 19 people did a loop from Foss Farm to Greenough and back with a watermelon stop at Greenough Pond. The weather was superb (70-80 degrees, few bugs) for our annual Double Sundae Sunday Saunter on Old Home Day on June 24; 35 people did all or part of the 7 mile loop to both ice cream stands. The annual post-Thanksgiving walk on Nov. 23 featured the new boardwalks on the Rodgers Road trail and the new trail and boardwalk at Woodhaven Farm. 35 people enjoyed the sunny, snowy landscape in a 4 mile loop from the Carlisle School.

The Trails Committee co-sponsored a talk by Al French on the Bay Circuit Trail at the library on Oct. 18. 40 people came to hear the “father” of the BCT speak and see a video by Dan and Marilyn Brielmann.

After a huge effort, particularly by Louise Hara and David Freedman, the 2018 edition of the Trails Committee’s guide book to the Town’s conservation lands, “Trails in Carlisle”, was completed in time for sale at Old Home Day. 2500 copies were printed at a cost of \$12,216.50. Over 100 were sold at Old Home Day and 25 were given to the Carlisle Police for search and rescue operations. Copies are available at the Town Hall and Ferns Country Store. Individual trail maps are available on the Trails Committee website, [carlisletrails.pbworks.com](http://carlisletrails.pbworks.com), and the new Town website, [carlislema.gov/189/Trails-Committee](http://carlislema.gov/189/Trails-Committee). The websites also include information on the Carlisle Trekker Award and notices for upcoming walks and work days. Volunteer Kim Schive (Trekker #17) maintains a Facebook page, “Carlisle Trails”, to reach out to a different audience with trail information. Roy Herold keeps Carlisle’s trails up to date as they appear in online Open Street Maps.

The committee made good progress on its multi-year project to add uniquely numbered intersection markers at all major trail junctions in town (outside of Great Brook Farm, which has its own markers). These locations are shown in the new trail book maps. We partner with art students at the Carlisle Public School to add nature-themed art work to each marker, as a way to raise awareness of trails and conservation land in the students and their families, and to make the markers more interesting to hikers. 25 markers were completed and installed this year, bringing the total to 104. 40 markers remain to be painted by the students with

completion expected in fall 2020. We installed several sign posts in work days this year and only 2 remain to be done.

Bob Goldsmith earned his Carlisle Trekker Award (#40) in May for hiking all of Carlisle's trails.

Trail maintenance and construction – There was a massive trail cleanup, completed in May, after three nor'easters in March brought down trees all over town. The River Trail was particularly hard hit, with many huge 100-year-old swamp white oaks uprooted. The Carlisle mountain bike group was a big help in the cleanup. Trees came down throughout the year at what seems to be an increasing rate in many wind events. The Google Docs spreadsheet the committee uses to keep track of fallen trees blocking trails had 143 entries for the year, many with several trees, and many trees were cleared before making it to the log. We invited volunteers to help in public work days in April (22 people) and June (11 people). Activities included clearing fallen trees, repairing bridges, installing sign posts, and brush clearing. We have benefitted from many CCHS students and Boy Scouts doing community service. On May 25, 16 CCHS students organized by Trekker #35 Alden Haring and supervised by Roy Herold and Warren Spence cleared fallen trees from field edges in the Towle and Bisbee lands as part of the Prifti Day of Service.

Our major project of the year was building two new boardwalks, 120' and 60', and relocating part of the Rodgers Road Connector trail to avoid wetlands. Making this wet, rocky trail usable had been on the Committee's wish list for decades as it provides a critical link to the Banta Davis playing fields and the school. It finally happened because a neighbor granted a new trail easement allowing part of the wet area to be bypassed and people in the neighborhood pushed to have a walking route to the school for their children. Wayne Davis and Marc Lamere played key roles in obtaining the easement. 21 hardy volunteers waded through mud in a bone-chilling rain on Oct. 13 to install the boardwalk foundations. The weather was more cooperative on Oct. 20 when 26 volunteers built the wooden structures. Materials were purchased with about \$2,700 of CPA funds.

Other maintenance projects included repairing boardwalks in the Rockstrom Land, the Davis Corridor, and two in Great Meadows damaged by falling trees. Volunteer Jonathan DeKock mowed trails in the Town Forest and Foss Farm with his tractor after the Committee confirmed with the Town Manager that volunteers are covered by the Town's liability insurance. The Committee also mowed trails in Great Meadows.

The old barn at the O'Rourke property where the Trails Committee had stored lumber since 1999 was removed by the US Fish & Wildlife Service. The lumber was moved to a nearby open-sided structure.

The Trails Committee created written guidelines for volunteers who would like to adopt a trail. Don Smith became the first, adopting the Blueberry Trail in Greenough.

Preserving trails and new trails – (1) The Woodhaven Farm Trail between Prospect Street and the Davis Trail, including a 40’ boardwalk, was completed by Carlisle Conservation Foundation volunteers this year. The Trails Committee will maintain it going forward. (2) The Russell Conservation Land was transferred to the Town as part of an open space development at 81 Russell Street. A trail has been flagged and partially cleared. It is expected to be opened in 2019 after a boardwalk to cross a stream is completed. The developer will pay for half the boardwalk materials. (3) Two Oak Knoll residents who had approached the committee about creating a new trail on the east side of the Town’s Mannis Land withdrew their request after neighborhood opposition. The committee received an anti-trail petition signed by 49 Oak Knoll neighborhood residents. In light of this and the absence of the proponents’ support the committee decided not to proceed with evaluating the feasibility of the trail. (4) A new conservation restriction including public trail access at Bartlett Farm is going through the state approval process. A section of existing trail near the Kibby Trail will be relocated. (5) The Woodward Village Residential Open Space Community project is going through the approval process at Town boards. After it is approved, 32 acres of conservation land will be given to the town with trail connections to Great Meadows and Maple Street and trail parking. (6) The committee wrote a letter of support for a state grant to repair the Greenough Dam.

Interfacing with other boards and committees – Melynda Gambino of the Pathways Committee reviewed Pathways initiatives in September. Steve Tobin is serving on the Deer Committee as the Trails Committee’s representative. Marc Lamere is the committee’s representative on the Conservation Restriction Advisory Committee.

Finances – At year’s end there were \$6,790 in the Trail Maps revolving fund, \$1,028 in the CPA account, \$749 in the Trails Grant account, and \$2,077 in the Gifts account. In May the committee received a 3-year extension to spend the remaining CPA funds. \$685 was donated to the Gift account by a Carlisle mountain bike group after their Carlisle riding tour.

Acknowledgement - The Trails Committee would especially like to thank the many volunteers from the community who have helped in our trail projects through the year. We also wish to acknowledge the unnamed volunteers who quietly maintain trails in their neighborhoods without direct involvement of the Trails Committee. Without volunteers, the Town wouldn’t have its wonderful trail system. We also thank Lisa Ankers for maintaining the committee’s web site.

Current members of the Trails Committee are Alan Ankers (secretary), Henry Cox, Louise Hara (clerk), Roy Herold, Marc Lamere (treasurer), Warren Spence, and Steve Tobin (chair). Jonathan DeKock was appointed as an Associate Member in November. The committee surprised Steve Tobin at the May meeting with an impromptu party celebrating his 33 years on the Trails Committee, including many past members.

Report submitted by Steve Tobin.

## **RECREATION COMMISSION**

The Recreation Commission oversees recreation fields & facilities and develops and administers a diverse selection of fee-based arts & crafts, life skills and fitness programs to Carlisle residents of all age groups.

The committee consists of Drew McMorrow (Chair), Mark Spears, Amy Smack, Peter Best and Courtney Bittelari.

The committee employs a Director (Holly Mansfield) responsible for program development, oversight and administrative needs.

Committee members work in close liaison with the Planning Board, Finance Committee (FinCom), Dog Control Committee, Trails Committee, Council on Aging (COA), Community Preservation Committee (CPS), Master Planning Advisory Committee (MPAC), Conservation Commission (ConsCom), Community Center Advisory Group (CCAG), and the School Committee.

### **Year in Review**

The Recreation Commission held monthly meetings in 2018 and made progress on a variety of initiatives. We welcomed a new committee member, Courtney Bittelari, and bid farewell to outgoing long-time board member, Rick Amodei.

Field and facility maintenance, program development, and the procurement of community space for programming were top priorities we discussed and pursued in 2018. Boy Scout Tanner Buckelew completed his Eagle Scout project by leading a successful clean-up effort at Diment Park. The baseball field renovation at Banta-Davis was accomplished. Communication with school personnel regarding use of the Brick Building has been ongoing. The tennis courts were resurfaced, at no cost to the town.

The Recreation Commission is working toward three important priorities: 1) professionalizing the maintenance of our existing facilities, which have in the past relied on volunteers for much of their maintenance, 2) upgrading and improving our existing facilities, as funds allow, so that the community can get the best possible use of them, and 3) planning for a Community Center as a permanent home for Recreation programs.

### **Existing Fields & Facilities**

Currently the Recreation Commission schedules and maintains one 90-ft baseball diamond, one 60-ft baseball diamond, one 50/70 diamond, two softball and two multi-purpose fields. In addition, the Commission maintains an asphalt running track, two tennis courts, two tot lot playgrounds, a beach volleyball court and a fitness cluster.

### **Fields and Facilities Maintenance**

The Recreation Commission administers the contract for field fertilization and pest management, which at present is an organic program. J.R. Davis was awarded a three-Carlisle Recreation Commission Town Report ending December 2018 Page 2

year contract for field maintenance (mowing, trimming, field refurbishments and management), however this contract is currently under review.

The Town has guided the Recreation Commission to use an organic maintenance program for all of its fields. This has introduced some issues with pest control and field quality. In 2017, the Recreation Commission hired specialists, GreenScape Land Design, to administer state-of-the-art organic pest control. Despite their best efforts, the use of beneficial nematodes did not prove robust enough to match the grub infestation. It has become clear that we need to rotate the use of the fields in order to facilitate a program of turf replacement in the areas where pest infestation has been most damaging. It has also become clear that organic pest control is not possible at this time, given the state of our playing fields, and GreenScape has advised returning to a non-organic, chemical maintenance program.

### **Fields & Facilities Enhancements**

Enhancements to fields and facilities are needed. The Recreation Commission continues to discuss the best course of action for a rotation of fields to manage overuse. The Commission is also committed to increasing user and spectator ADA accessibility and compliance at all recreational fields and facilities.

### **Updates on Fields & Facilities**

**BANTA-DAVIS:** The Recreation Commission has responsibility for maintaining and scheduling the fields on the Banta-Davis land. The Rory Bentley Fitness Cluster is also located at Banta-Davis.

The Town voted on a Community Preservation grant for the renovation of the infield, drainage, and grading at Banta-Davis Baseball Field. The rehabilitation of the Banta Baseball field was completed in 2018.

The Recreation Commission instituted a dog ban at this field location daily beginning at 10:00am during the soccer season, September to November. Carlisle residents were permitted to walk their dogs at Banta-Davis in the morning hours from sunrise to 10:00am.

Signs were posted at the entrances to the field and the Carlisle police were contacted for enforcement purposes. The dog ban was successful; dog waste markedly decreased.

On-going discussion for the board is the build-out of the Banta Davis facility. The current fields are a product of the 1998 development activity, of which only the first of four phases were implemented. In 2008, further proposals were considered but not realized. The

requirements for additional field space still exist and will be a continuing discussion to be leveraged for town consideration with a Warrant Article in the near future.

**SPALDING:** The Recreation Commission has responsibility for maintaining and scheduling the playing fields at Spalding. Discussions around use and maintenance are Carlisle Recreation Commission Town Report ending December 2018 Page 3

on-going in consultation with school personnel. A joint team effort comprised of RecCom, Carlisle School and CCYBS are exploring ways to resolve the issues.

**DIMENT PARK:** The tot lot is used as a place for children up to age 5 years old as one of the only venues in town to meet and socialize.

Eagle Scout Tanner Buckelew, along with support from his Boy Scout troop and Recreation Commission members, scheduled and executed a work party at Diment Park in the Fall of 2018. Much needed repairs and general landscaping/yard work were accomplished.

**BANTA PLAYGROUND:** Carlisle Boy Scout troop 135, with assistance from the DPW, recycled the tot lot discarded from the school building project and installed it next to the Banta-Davis Soccer field. This location is ideal for young children while their families are watching soccer, baseball and softball games.

**BENFIELD FARMS:** Boy Scout Charlie Hutchinson pursued the creation of a new walking trail at Benfield Farms. The new trail was attached to an existing trail.

**ICE SKATING RINK:** A temporary ice skating rink was donated by a Carlisle resident and installed at the Kimball's parking lot. Maintenance of the ice skating rink has been a joint effort by RecCom members, volunteers and the DPW.

**TENNIS COURTS:** Significant improvements were made in recent years to the Town Tennis Courts, due in large part to the volunteer effort of Carlisle resident, David Wiener. With Mr. Wiener's guidance, the court surface was repaired, wind screens installed, overhanging trees were trimmed back and a "Town Tennis Courts" sign was added.

Mr. Wiener made some recommendations regarding on-going maintenance with brooms to clear the surface of leaves and branches and those brooms were purchased and put to use as well.

Tennis lessons for adults and children were offered for five weeks in the afternoons in spring, week-long sessions in the summer, and for five weeks in the mornings and afternoons in the fall. The summer program utilized the tennis courts from 9:00 AM to 3:00 PM Monday through Friday over a six-week period for children's lessons.

### **Brick Building**

Superintendent of Schools, Mr. Jim O'Shea, granted permission for Recreation to use the Brick Building, located on school campus, for programs and events for 2018. The use of this

facility greatly increased the success of recreation programs. Having access to the Brick Building allowed community groups, such as Boy Scouts and Girl Scouts, to secure meeting space for monthly meetings and events. Carlisle Recreation Commission Town Report ending December 2018 Page 4

Mr. O'Shea has given notice that the school will need to secure this space for their own use in the near future. Aside from Town Hall, which is already in use for programs, there are very few viable options for Recreation program space.

### **Programs**

Recreation programs included a variety of recreational opportunities to meet the needs of all segments of our community. We offer a range of fitness, arts & crafts and life skills classes during the spring, summer, fall and winter seasons using the town hall and school facilities as well as some outside vendor locations. Families with preschool children continue to enjoy the PreK-K transitional program offered for preschool aged children. This program is held at the Brick Building two days per week and has become very popular with Carlisle families.

Two of our most popular and well-attended programs are Pottery for Kids and Musical Theater. The pottery class is taught by Carlisle resident, Karin Lemmerman at her studio on South Street. Children design various pottery pieces that are keepsakes. The Musical Theater program runs in both the fall and the spring. Over forty children enjoy this program each session and perform a free show at the end of the 8-week session. Due to high demand, a second show was added to the program offerings in Spring and Fall 2018.

The Summer Fun Program for youth (age 4+) is offered for six weeks during the summer using the school facility and the outdoor recreation facilities. Ten young people are employed during the summer as counselors and swim instructors. We continue to use resident pools for summer fun swim lessons. As always, we are grateful for the Carlisle families that donate the use of their pools to recreation.

Recreation has continued to work with the Nashoba Valley Ski Area to offer ski and snowboard programs for youth. The ski program fills quickly with 65 children traveling straight from school to the ski mountain on Friday afternoons during the winter months. Parent chaperones make this program run smoothly and efficiently.

STEM programs continue to be highly valued after-school options for students and families. Engineering using LEGO, circuit-making, chemistry, and science classes offer opportunities to develop problem-solving skills in a fun, exploratory environment.

Recreation works closely with surrounding towns to collaborate on various programs and trips. A local Archery company alternates program locations between Acton, Carlisle, and Bedford so that participants can pursue the sport year-round should they choose to do so. Creative dance, karate, fencing, and track & field were some of the popular fitness and movement options for students. Adult evening badminton, basketball and pickleball programs were popular again this year.

Recreation offers a wide range of programs for residents at all age levels and pursuant to many disparate interests. Programs include a variety of health and wellness, nutrition, child development, science, arts, sports, and education classes. Fitness, meditation and tennis lessons were offered before school beginning at 8:00am. Carlisle Recreation Commission  
Town Report ending December 2018 Page 5

### **Giving Back**

The Recreation Commission's goal is to provide quality programs for all residents of Carlisle and to reinvest in our community. Every year the Recreation Commission gives back to the community from the excess fees generated from our programs and from gifts and grants received for recreation projects.

We are fortunate to have many teenagers and adults performing community service as chaperones, coaches and referees. Often their service means a program can run despite low enrollment or at a lower cost. Sometimes their service allows a child to continue taking swim lessons or participate in a seasonal program when the family might otherwise need to forego such an opportunity due to financial circumstances.

The Recreation Commission is pleased to have senior citizens helping us as part of the Town of Carlisle Senior Work Program. These individuals have brought relief with enthusiasm and good humor to an otherwise over extended staff.

Respectfully Submitted,

Drew McMorrow (Chair)  
Mark Spears  
Amy Smack  
Peter Best  
Courtney Bittelari

## **LIBRARY & EDUCATION**

# GLEASON PUBLIC LIBRARY

## **Gleason Public Library Mission Statement**

The Library provides materials, programs, services, technology, and space to support all ages in their endeavors to learn, to discover, to engage, and to connect with one another, the Carlisle community, and the wider world.

## **General Services**

GPL maintained a wide-range of established services, including access to 49,000 locally-held books, audiobooks, music CDs, DVDs, magazines, and newspapers, 67,000 downloadable ebooks, e-audiobooks, and downloadable videos, and about three million items via membership in the Merrimack Valley Library Consortium (MVLC). Circulation of digital downloads (ebooks, e-audiobooks, and downloadable videos) leaped by 38% over previous years and continues to rise. GPL also provided access to computers, printing, online research databases, and the Internet. In 2018, GPL added the following services and resources:

### New Collections/Services:

Hoopla Digital - instant access to 500,000 books, audiobooks, music albums, and videos for download or streaming

Wowbrary – weekly email alert of newly added items at GPL

Downloadable magazines – a collection of 50 always-available e-magazine subscriptions was added to the MVLC Overdrive collection

### New Equipment/Technology:

New public internet computers were purchased and installed, offering Windows 10 and Bluetooth connectivity

Online credit card payment option

Automated phone renewal service

Upgraded networking equipment for improved staff connectivity

### New Museum Passes:

Worcester Art Museum<sup>1</sup>

Zoo New England<sup>1</sup>

## **Building & Grounds**

GPL is fortunate to be housed in a beautiful facility that is well used and well loved by the community. In 2018, regular maintenance and improvements included:

HVAC System: Continued repairs and maintenance to improve operations included the installation of a Filter Feeder, replacement of a hot water pump, and repairs to the boiler motor after a rodent damaged the system.

Exterior Grounds: A damaged section of sidewalk was replaced with paving stones, and after a winter storm in March, a fallen tree was removed and other damaged trees were pruned.

Automatic faucets: Automatic faucets were installed in the first-floor public restrooms to conserve water and improve cleanliness of restrooms.

Septic tank: Faulty sensors for the septic tank pump were replaced in February.

### **Love of the Written Word**

From story times for young children to book clubs for kids, adults and seniors, GPL fosters a love of reading for all ages. GPL was pleased to offer the following in 2018:

Story Times: Story times were offered for babies through children aged six. Over 40 sessions were attended by about 350 people. Noah's Ark Preschool visited GPL monthly for a story time session. Story times were led by Nicole Claire and Tahleen Shamlian.

Book Clubs: A variety of book discussion groups met regularly at the Library, including the Mysterians Book Club (led by library assistant Janet Hentschel) and the Community Book Club (led by volunteer Mary Zoll) for adults, and two book clubs for children in grades 1 through 4 (led by Nicole Claire and Tahleen Shamlian). A new youth book club, for tweens in 5<sup>th</sup> and 6<sup>th</sup> grade, was started in fall of 2018 by Tahleen Shamlian.

Poetry: GPL held its eighth Annual Poetry Contest<sup>1</sup> during National Poetry Month in April. The theme was "Space." The winners were Julia McIlhenny, Sally Hutchinson, Thalia Westland, and Rick Blum. Winning poets were invited to recite their poems at a special poetry reception. The "Reading Poetry Anew" group met monthly to read and discuss poetry, led by Mary Zoll.

### **Children's Events & Services**

In addition to regular story times, crafts, book discussions, and family movies, the Children's Department offered a variety of special events in 2018. All events were coordinated by Nicole Claire, with assistance from Tahleen Shamlian, unless otherwise noted.

Summer Reading: 145 children signed up for this year's program, themed "Libraries Rock!", and total participation and attendance at events for all ages was over 600. Reading incentives included a special Book Bingo and Reading Raffle. Summer Reading included educational shows by the Little Red Wagon Theater Troupe<sup>1</sup>, Ed's Magical Flea Circus<sup>1</sup>, ScienceTellers<sup>3</sup>, and Dino-Adventures<sup>3</sup>, and musical performances by Bates & Tincknell<sup>6</sup>, Alastair Moock<sup>1</sup>, and Jeff Jam<sup>1</sup>. Craft workshops<sup>1</sup> included Rain Sticks, Guitar Cut-Outs, and Rock Marbling. For teens, there was a reading raffle with scratch tickets<sup>1</sup>, and for adults, there was a book bingo<sup>1</sup>.

35<sup>th</sup> Annual Pumpkin Spectacle<sup>1</sup>: More than 50 pumpkins were entered by students in grades K-4. The event featured spooky stories told by Tony Toledo, followed by a pumpkin contest.

Polar Express Story Time & Party<sup>1</sup>: In December the Library hosted its 5<sup>th</sup> annual Polar Express Story Time. 82 pajama-clad participants and their families listened to a reading of the book, crafted a reindeer out of craft sticks, posed in a photo booth, and enjoyed seasonal refreshments.

Literary Haunted House<sup>1,6</sup>: On Halloween, over 700 trick-or-treaters enjoyed Halloween fun with a literary twist, including book-themed crafts, a Great Pumpkin Patch photobooth, themed vignettes, and bobbing for donuts.

Special Events: Special events included several baby sign language classes with Sheryl White of Baby Kneads<sup>1</sup>, Mantis Boxing Martial Arts, Magic for Muggles Wizarding Workshop<sup>1</sup>, Ukelele Storytime and Sing to Your Baby with Julie Stepanek<sup>1</sup>, Lil Puppets with Mr. Vinny<sup>1</sup>, Origami with Lisa Corfman<sup>1</sup>, and Gingerbread Houses<sup>1</sup>.

### **Teen Events & Services**

GPL offered a variety of regularly scheduled and special events for Carlisle teens and tweens. Teen and tween events were coordinated by Tahleen Shamlian, with assistance from Nicole Claire.

TAB<sup>1</sup>: The Teen Advisory Board meets monthly to gather input from local high school students about what they want to see in the Library. The group has helped by volunteering at events such as the Pumpkin Spectacle, Summer Reading, and the Polar Express Party. The Teens also provided valuable advice on collections and programs most appealing to a teen audience.

Special Events<sup>1</sup>: Special events included a video game design workshop, “Viewing Graffiti Through the Art of Keith Haring”, “Henna Alchemy”, and an author talk by former GPL librarian Jennifer Petro-Roy.

Crafternoons<sup>1</sup>: A variety of craft workshops were provided after school once each month, including Fluffy Slime, Suncatchers, and Snowglobes.

Early Release Movies<sup>1</sup>: Each month on the Carlisle School’s early release day, GPL screened a movie for students in grades 5-8.

### **Adult Programs & Events**

GPL offered a wide-variety of educational and entertainment events for adults throughout the year. Adult events were coordinated by Martha Feeney-Patten and Abigail Noland with assistance from the Council on Aging, local organizations, and a variety of volunteers.

Art at the Gleason<sup>1</sup>: As part of its mission to provide for the cultural needs of Carlisle’s citizens, GPL offers space for art exhibits. These exhibits are curated entirely by volunteers. There were 4 shows in 2018:

Recent works by Maris Platais, Painter & Amy Fennick, Ceramic Artist (January-March)  
Four Part Harmony: works by Brenda Cirioni, Louise Hara, Mollie McPhee, and Aaron Slater (April-May)

Carlisle School Student Art Exhibit, Featuring works by Grade 2 and Grade 3 students, and select middle school students, and Featured upstairs: Photography by Cristine Van Dyke (June-September)

Something About Food: Ceramics by Doug Hansel and Photographs by Catrine Kelty: Photographs (October-December)

After-hours Friday evening receptions, featuring live music, wine, and snacks, were held for the spring and fall exhibits, with a total of 175 people attending.

Community Conversations<sup>2</sup>: Community Conversations were held monthly during the school year and featured a variety of topics and local speakers. 2018 topics included: computer basics and maintenance, senior safety with DA Marian Ryan, brain-healthy cooking for one, estate planning, and managing the circle of life. For several months a support group for families dealing with mental illness met at the library monthly as well.

Summer Reading<sup>1</sup>: For the fifth year, GPL offered a special Book Bingo reading challenge for adults. Participants were encouraged to read books in a variety of genres to enter a raffle for a \$50 restaurant gift certificate.

Cultural Programs: Educator and artist Jane Blair returned to present a three-part lecture series on art<sup>1,2</sup>; subjects included Women Artists 1 & 2 and Portraits in Art. In June, Greg Maichack led a pastel painting workshop on Monet's water lilies<sup>6</sup>. In the fall, cultural and educational lectures<sup>1,2</sup> included "America by the Book" with Gary Hylander, "Eastern Religions" with Jason Giannetti, and "The Great American Songbook" and "Leonard Bernstein" with Richard Travers.

Nature & Science Programs: Talks related to science and nature included "Ecological Pollinator Conservation" with Robert Gegear<sup>3,5</sup>; "Design Lessons from Great British Gardens"<sup>1,4</sup>; a talk on Wildlife Cameras with local resident Judy Asarkof<sup>1,5</sup>; "Freshwater Mussels"<sup>1,5</sup>; and "Hiking the Bay Circuit Trail: A Video Journal"<sup>1,5</sup>.

Health & Wellness Programs: GPL partnered with the Carlisle Council on Aging to offer a variety of health and wellness programs in 2018<sup>1,2</sup>, including "Seven Steps to Managing Your Memory" with Dr. Andrew Budson, and "Your Eyes and How to Care for them as you age" with Dr. Ann Burnham.

Technology Help: Workshops were offered on ebooks, music downloads, and the new Hoopla download service, led by Martha Feeney-Patten. Jill Weintraub of Concord-Carlisle Adult & Community Education led a workshop on "Technology/Life Balance for Families." Residents also sought one-on-one technology assistance from reference librarians throughout the year.

### **Stewarding Carlisle's History**

Historic Collections Curation: In 2018, GPL received a three-year grant from the Manton Foundation funding a Historical Curation Project. The results of this project will be the

preservation, cataloging, and ability to properly view of hundreds of historical documents and artifacts for future generations, including the GPL's collection of Gettysburg artifacts and other historical artifacts and documents related to the history of Carlisle. Reference librarian Janet Hentschel was hired as curator for this project.

Expanded genealogy offerings: in February, local resident Claire Smith began teaching a monthly class on various topics related to genealogy research, and several books were purchased for a new genealogy shelf in the reference section.

Carlisle Mosquito digitization: GPL tax workers and volunteers took on the project of digitizing back issues of the Carlisle Mosquito for preservation and public access on the Mosquito website. Over 7000 pages from the 1980s and 1990s have been scanned so far.

Carlisle Poppy Project: GPL provided a meeting space and collection site for the creation of thousands of handmade poppies for an installation in the town center in honor of the 100<sup>th</sup> anniversary of the end of World War I.

### **Saying Goodbye and New Beginnings**

The library was sorry to see the following staff move on: Library Director Abby Noland, who resigned in late June; and library assistants Chelsea Dill and Mary Boutet. Library Assistant Leslie Kmiec retired from her regular hours but remains on-call as a substitute.

Assistant Director/Head of Technology Martha Feeney-Patten served as interim director following Abby Noland's departure. She was hired as director permanently on August 14, 2018. Jennifer Pike started as the new assistant director in November.

### **Support & Collaboration**

GPL could not offer the range and quality of services we do without ongoing support from the community as a whole. The Library staff is greatly indebted to the following:

Friends of the Library: FOGPL continue to support GPL by providing funds for special events and services. Donations from 231 members supported a variety of museum passes, many special events, and technology enhancements. Journalist Dan Kennedy was invited to speak at the Annual Meeting in November on "The Future of the Free Press."

Volunteers & Senior Tax Program: Over 40 volunteers donated their time and energy in 2018. Volunteerism and the involvement of Senior Tax Workers keep GPL rolling by helping with shelving, cleaning, displays, programs, landscaping, marketing, and completion of special projects. Additionally, the Library Trustees and other committees and groups, including the Art at the Gleason Curators, donate countless hours of their time to keep GPL operating.

### **Library Statistics\***

Hours open per week

January—June and September—December:	55
July—August:	51
Items owned by GPL (physical):	49,924
Items owned (downloadable):	67,445
Items provided by other libraries:	14,408
Items provided to other libraries:	24,241
Carlisle patrons:	5,478
Total circulation:	79,284
Digital circulation:	7,212
Number of visitors:	74,085
Number of reference transactions:	4,391
Meeting room uses by public:	370
Public computer sessions / wifi sessions:	4680 / 34,229
Number of programs / attendees:	257 / 5,698

### **Library Staff**

Director (July-December): Martha Feeney-Patten  
Assistant Director/Head of Technology: Jennifer Pike  
Children’s Librarian: Nicole Claire  
Teen and Children’s/Reference Librarian: Tahleen Shamlian  
Reference and Special Collections Librarian: Janet Hentschel  
Reference Librarian: Kay Edelberg  
Head of Circulation: Deena Scaperotta  
Library Assistants: Jenn Buliszak, Linda Dodge (substitute), Andrea Dollen,  
Leslie Kmiec (substitute), Emma McKenna, Kim Money Priddy,  
Shoba Ramapriya (substitute), Ellen Royalty  
Assistant to the Director: Kathryn Untermeyer  
Custodians: Dan Brainard, George Collins, Vincent Carfagno  
Library Pages: Sally Duscha, Marissa Ih

### **Board of Trustees**

Priscilla Stevens, Chair	Term expires 2019
Steven Golson, Treasurer	Term expires 2020
Christine Stevens, Secretary	Term expires 2021

Submitted by Martha Feeney-Patten, Library Director.

\*Circulation and Holdings data is based on FY2018 (July 2017-June 2018) as reported to the Massachusetts Board of Library Commissioners.

Endnotes denote sponsorship/co-sponsorship by the following organizations:

Friends of the Gleason Public Library	Friends of the Carlisle Council on Aging
Susan Zielinski Natural Science Fund	Carlisle Garden Club
Carlisle Conservation Foundation	Carlisle Cultural Council

## CULTURAL COUNCIL

Carlisle's Local Cultural Council (LCC) program is part of the Commonwealth of Massachusetts largest grassroots cultural funding network in the nation supporting thousands of community-based projects in the arts, humanities, and sciences annually. The program promotes the availability of rich cultural experiences for every Massachusetts citizen. The Carlisle Cultural Council has a number of mandatory duties that is carried out by a volunteer body appointed by the Board of Selectmen. These include:

- Soliciting community input and assessing local cultural needs
- Establishing council priorities for the review of grant applications
- Communicating with the public
- Reviewing and recommending action on local applications
- Carrying out other necessary administrative functions
- Complying with MCC guidelines, rules, or rulings

During calendar year 2018, the Council decided to increase its presence in the community by sponsoring a community activity and participating in Old Home Day. As one of the sponsors of the Carlisle Poppy Project, a community art installation reminded all who live in Carlisle and those that commute through our town, of the significance World War, and why we remember those that have fallen. To support this initiative, the Council supplied funding and also assembled a vehicle for the parade and a booth where people could make poppies and learn about the project. In addition, this year the Council built a float for Old Home Day entitled "Olympic Cultural Grants" behind which the support Carlisle Public School 4<sup>th</sup> graders band members played and the Carlisle Chorus sang.

Administratively, the Council adopted a new logo.

The Carlisle Cultural Council received 20 applications this year for projects in the performing arts, visual arts, education and community outreach, and awarded \$4,850 in grants through our partnership with the Massachusetts Cultural Council. The award winners for FY 2019 are:

**Carlisle Education Fund:** \$900 towards the new *Instrumental Music Space* at the Carlisle Public School

**Carlisle Chamber Orchestra:** \$500 for a Winter Concert on March 29, 2019

**Discovery Museum:** \$300 for their *Free Friday Night Fun* on the first Friday of each month and every Friday during the summer

**Stephen Collins:** \$350 for Council for the Aging program *Sailing Towards My Father* on March 21, 2019

**Concord Orchestra:** \$500 for *Celebrating the Horn* concert on January 25-26, 2019 featuring Richard Sebring of the BSO

**Ed the Wizard:** \$350 for *Reading is Magic* at Carlisle Public School Book Fair in April 2019

**Carlisle Mosquito:** \$300 for color photo essays in three editions of the newspaper during 2019

**Savoyard Light Opera Company:** \$500 for *A Funny Thing Happened on the Way to the Forum* on November 11-18, 2018

**John Root:** \$350 for *Edible Wild Plants Walk* on June 6, 2019

**Concord Women's Chorus:** \$300 for *Searching Love* on May 11, 2019, a collaboration with the Carlisle Middle School Chorus

**The Concord Chorus:** \$500 for *two seasonal concerts* on December 8, 2018 and June 1, 2019

We thank our Council members for their continual support and volunteer efforts. We welcome additional member to the Council so if anyone would like to join, please let us know.

Caren Ponty, Chair

Carren Panico

Jennifer Sagalyn

Alain Bojarski, Treasurer

Jill Henderson

Abigail Zimmerman

## **CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE**

The citizens of Concord and Carlisle have continued to provide significant support to the students, faculty and Administrators of the Concord-Carlisle Regional High School. As is reported annually, members of the Regional School Committee continue to be very proud of the accomplishments both inside and outside the classroom. Students, teachers, administrators, staff and residents from both communities are enjoying and benefiting from all that the new high school facilities have to offer. More than half of the current student population never attended classes in the old school. In addition to the new building, CC at Play has made the campus athletic facilities second to none and members of the Regional School Committee salute the many donors and volunteers who made this possible in addition to the contribution from the Community Preservation Coalition fund.

The Regional School Committee is part of a district composed of teachers, administrators and staff who are dedicated to educating our students in new and progressive ways, and to shaping them into life-long learners, creative thinkers, caring citizens, and responsible contributors to our global society.

### **New Members of the Regional School Committee**

In May, Christine Lear was welcomed to the Regional Committee as one of the representatives from Carlisle. She replaced outgoing Melissa McMorrow; the Superintendent and School Committee members honored Melissa for her many years of service to the Committee and The District.

### **Enrollment**

Concord-Carlisle High School has 1272 students in grades 9-12. CCHS experienced an increase of 4 students in FY19. The Superintendent and School Committee carefully monitor enrollment projections as well as other factors that could impact enrollment such as new housing developments.

### **Budget and Finances**

The District continues to maintain excellent academic programs while working in a challenging funding environment. Core budgeting principles remain focused on prioritizing resources to support student learning and growth while being sensitive to the impact of budgets on residents of the District communities.

Members of the Regional School Committee successfully worked to develop an operating budget recommendation that achieved alignment with the Carlisle Finance Committee recommendation and was subsequently approved at both Town Meetings. The FY19 operating budget was \$29,101,720 which represented a 3.78% increase over the previous year.

The newly created School Committee budget subcommittee worked with the Superintendent to adopt a zero-based budgeting model for the FY20 budget

The approval of this budget is the culmination of a six-month process that begins with the submission of the annual School Improvement Plan that is developed with input from teachers, parents, and administrators. Based on this plan, the Superintendent and the Deputy Superintendent propose a budget to the School Committee who further develop the recommendations and present them to the Concord and Carlisle Finance Committees for their review. Throughout this process, the School Committee engages with the public by encouraging them to attend regularly-scheduled business meetings and through discussions at Parent Teacher Group meetings and at a School Committee Community Coffee. Members are pleased with the level of transparency and collaboration between the District and the Finance Committees of Concord and Carlisle.

**Cultural Proficiency Initiative and Accommodations for Religious and Cultural Observances**  
The Regional School Committee and Superintendent made cultural proficiency training a priority for professional development at CCRSD in addition to CPS. Similarly, members of the Joint Committees attended a training session and held multiple public forums regarding accommodations for religious and cultural observances as part of this effort.

Members of the Regional School Committee and the Concord School Committee adopted a policy that allows for excused absences for religious or cultural observances upon notification by a parent or guardian and calls for teachers to plan curriculum, major assignments, assessments and testing based on their awareness of their students' attendance plans. The policy for CCHS also included an implementation plan that provided appropriate supports for teachers, staff, and members of the school community as well as comprehensive professional development for teachers and administrators.

#### **Landfill Remediation and Campus Advisory Committee**

The Regional School Committee and Town Meeting approved a \$1.2 million recommendation to address the remediation of the former landfill site located on the CCHS campus in a manner that will allow flexibility in how the area can be used in the future. While there are no current plans for how that area of the campus will be utilized, the Committee worked with the environmental consultants to develop an approach that will allow a wide variety of potential uses that can be discussed in a future public dialogue while allowing the District to meet regulatory mandated schedules to address the remediation.

As part of this process, the Regional School Committee created a Campus Advisory Committee to examine this issue as well as other matters associated with the high school campus. The Advisory Committee is comprised of School Committee members, administrators, teachers, athletic coaches, residents and students.

#### **Later Start Time for CCHS**

A key priority for the past year was to focus on decreasing stress and increasing rest for students at CCHS and to that end, the Regional School Committee supported new homework policies and worked with the Administration to develop and implement a later school start time at CCHS.

The later start time was implemented for the 2017-2018 school year and was the culmination of work that began with a Start Time Advisory Committee was formed in 2016. The committee was comprised of teachers, administrators, School Committee members, parents and students. The charge to the committee was to review the research regarding the benefits of a later start time for High School students, evaluate our current environment and provide a recommendation to the Regional School Committee. After a series of meetings, the Regional School Committee voted unanimously to support the initiative based upon the compelling health benefits.

#### Donations Make a Big Difference

The District benefits from the immense generosity of citizen-run, non-profit organizations including the Concord Education Fund, the CCHS Parents' Association, the Concord-Carlisle Community Chest, CC at Play, and others. Members of the Regional School Committee are grateful to all of these organizations and to the generosity of individuals in Concord and Carlisle who donate to them. These donations allow the District to enhance students' experiences without asking the taxpayers for additional funds beyond the budgets that they so generously support.

#### Gratitude to the Towns

Once again, members of the Regional School Committee extend the citizens of Concord and Carlisle deep appreciation for your active support of the students and faculty at CCHS. The School Committee is grateful to have exemplary school leadership and an exceptional faculty and staff whose commitment to excellence consistently place CCHS among the top districts in the Commonwealth of Massachusetts. Gratitude is extended to all the parents and community members who volunteer their time on behalf of CCHS and to the citizens of Concord and Carlisle – the CCHS community is very fortunate to have your support!

Robert Grom, Chair  
Mary Storrs, Vice Chair  
Johanna Boynton  
Heather Bout  
Court Booth  
Wallace Johnston  
Christine Lear

## CARLISLE PUBLIC SCHOOLS

The Carlisle Public School and the Carlisle School Committee worked together in 2018 to continue the tradition of providing an excellent educational experience for the children of Carlisle. Our mission statement and core values continued to guide all that we do:

*The mission of the Carlisle Public Schools is to provide a collaborative and caring community in which each student is known, understood, and valued so that students can learn to their fullest potential in a safe, inclusive environment with high expectations and clear standards for all.*

Jim O'Shea, Superintendent of Schools, continues to work closely with faculty, parents, staff, and community members to explore and identify areas of strength for the district, as well as areas on which to focus future work. This investigation and work culminated in the development of a district strategy focused on three key strategic objectives, designed to ensure the ongoing success of the Carlisle Public Schools:

- Provide a Rich, Rigorous, and Relevant Curriculum
- Build a Community of Respect and Inclusion in a Safe and Healthy Learning Environment
- Ensure Equity and Excellence in Learning

These strategic objectives guide every aspect of District work including budget development, professional development, scheduling, curriculum design and development, instructional practices and social-emotional supports and development. For more specific information pertaining to ongoing district initiatives you are encouraged to visit the Carlisle School website at [www.carlisle.k12.ma.us](http://www.carlisle.k12.ma.us).

### **District Highlights**

In 2018, we announced the retirement of two valued school employees. The 2017-2018 school year was Middle School Principal Carrie Wilson's last year in Carlisle, and we thank her for her dedication to our students, families and faculty over the past three years. Carrie's spirit, work ethic, willingness to pitch in and her wonderful sense of humor will be missed. This was also Kathy Horan's last year as the Carlisle School nurse. For 25 years, Kathy attended to the medical and emotional needs of countless students and faculty members, with an unending amount of patience, care, kindness and a smile. Kathy has been a support to generations of Carlisle parents and students, and her calm demeanor and genuine compassion for every member of the Carlisle School has been ever-present. We will miss her as well.

The school district has adopted the Olweus Bullying Prevention Program from preschool to the eighth grade. This was our second year having teachers conduct Olweus lessons with students in the classroom. Teachers at each grade level have committed to teaching an Olweus lesson each week. We have also matched the themes of the Olweus lessons with our

monthly character traits. If you would like to learn more about the Olweus program, please visit our school website and click on the tab at the top of the page that says Anti-Bullying. Once on this page, please look at the left column and click on Prevention Program – Olweus and there you will find information on the different parts of the Olweus program. which includes videos, resources, and an online form to report alleged bullying.

Nick Greenwood, our technology integration specialist, has worked with teachers to give our students varying experiences with different types of technology. In the younger grades he has children programming Bee-Bots to move across a grid to find a certain number or letter. Older children are working with the 3D printer and designing what they would like the 3D printer to produce. Nick is also involved in creating activities with Rachel Levy (Art Teacher), Maya Bery (Librarian) and Ginny Lamere (Engineering Consultant). Some of the across discipline projects are; the first-grade zoo project, the third-grade problem-solving project, the fourth-grade castle project, and the fifth-grade treehouse project. Each of these projects has a research component, a design component and a hands-on building component as well as the use of technology. At the end of each of these projects, we have an open house where parents, guardians, relatives and friends can come in and see the results of the children's hard work and ask them questions about the process as well as their knowledge base on the given subject.

Plans are underway for the construction of a new Performing Arts Studio, funded by the Carlisle Education Foundation (CEF). In November of 2018 the CEF, along with the Carlisle Public Schools, had a night of music to benefit the new Performing Arts Studio. Many members of the community attended this wonderful event.

### **Carlisle Middle School Highlights of 2018**

Middle School principal Matthew Mehler joined us on July 1, 2018 and oversees students and staff in the Middle School. We were pleased to welcome Dr. Mehler to the Carlisle community and he was pleased to begin the process of learning more deeply about our Middle School and its extended community.

Carlisle Middle School educates over 270 students in grades 5-8 and focuses on academic and social-emotional learning. We know from research and our experience with children how important it is for them to feel safe, welcomed and connected to their peers and their teachers in order for them to perform at a high level on a daily basis. Our middle school educators invest considerable time to build these strong, caring and respective relationships.

As a school we work collaboratively and diligently to engage, support and challenge our children academically, socially, emotionally and behaviorally. For example, the middle school model currently uses a collaborative team approach of dedicated educators who together provide direct instruction in the content areas of English language arts, science, social studies and mathematics. In addition, a special educator accompanies each team to support student learning. Our middle school students have multiple opportunities to engage in arts and wellness classes during and after the middle school day. Our students take classes in physical education, art, health, and have the opportunity to join musical ensembles such as chorus and/or band. Our students have the choice of learning one of three world languages

offered at Carlisle Middle School; Spanish, French or Mandarin. The instructed curriculum in academic classes is aligned to the Massachusetts Curriculum Frameworks as well as to national standards.

The instructional day at Carlisle Middle School is supplemented with extracurricular activities such as athletics, music and clubs. Interscholastic sports include middle school cross country (5-8), soccer, field hockey, basketball, baseball and softball. Music programs include middle school choir, advanced choir, pop choir, symphonic band, concert band and jazz band. The Middle School Band and Choir students participated in auditioned ensembles including the Jr. District Band and Choirs. Both the bands and choir performed at the MICCA Concert and Choral Festival, as well. Also many students participated in the MICCA Solo and Ensemble Festival in the spring. Members of these groups also performed for the COA in the fall of 2018. Some examples of clubs include; the creative writing club, art club, computer coding, nature exploration, chess program, model United Nations (UN), video club, student newspaper – the Bite, folk dance club, Early Act Rotary Club, video club, writer’s guild, drama club, math league, and the Clark Farm After School Program.

Each middle school student is assigned a school psychologist/guidance counselor who is available to discuss any concerns (personal, academic, planning for high school, etc.). School psychologists are available for personal support and consultation for students and families. School psychologists meet with students individually and in small groups. The school psychologist team runs a number of counseling groups for specific special education programs. Students may participate in social skills development, friendship groups and emotional regulation.

In addition to our continued dedication to supporting early adolescent social-emotional and academic excellence, our middle school students participate in activities that connect to real world learning such as conversations with authors and other schools around the globe. Student involvement in community service and outreach remains strong as seen in our music performances for the Council on Aging, the Memorial Day parade, and at Old Home Day. The middle school students also engage in various celebrations of cultural events such as the Carlisle Chinese New Year. Our student government collects and distributes non-perishable food items that are delivered to Open Table Food Pantry in Concord. The Carlisle 6<sup>th</sup> grade class organized a community wide coat drive for the families in need located in our neighboring communities of Lowell and Lawrence. The 7<sup>th</sup> grade continued the tradition of performing for the wider Carlisle community and the 2018 play was *Seussical, Jr.* Our 8<sup>th</sup> graders travelled to Washington D.C. in the spring, viewed many monuments and memorials, and experienced a wonderful bonding and learning time in the nation’s capital.

We graduated 77 eighth graders in a lovely evening ceremony on Friday, June 22 on the school plaza. The class speakers were Campbell MacDonald and Susannah Snell. The Middle School Chorus performed. The graduates were glowing as their family members looked on with pride. Many school faculty and administrators were in attendance at this milestone for our graduating 8<sup>th</sup> graders.

## **Carlisle Elementary School Highlights of 2018**

Elementary School Principal Dennet Sidell oversees students and teachers in Grades K-4. We have several events during the year that allow our students to have fun and build school community. In October we held our annual Halloween parade, where parents, guardians and friends line the streets to see all of the wonderful and creative costumes that our children, as well as our faculty and staff, are wearing. During March we engaged the whole school in “Read Across America” for a week-long celebration. Classrooms had community readers from the Town Hall, School Committee, Council on Aging, Gleason Library and Carlisle School Administration, as well as the Carlisle Fire Chief and Carlisle Police Chief. Activities included book giveaways, door decorating contest and spirit days where children could dress up in a different theme each day. We would like to thank our PTO for sponsoring this wonderful week-long event.

This year we were able to implement two, 100 percent co-taught classrooms, one in grade three and one in grade four. In this co-taught model there is a full-time general education teacher and a full-time special education teacher in the same classroom all day long. Small group teacher-led instruction is a cornerstone of this model. All children in the classroom benefit from the extra time that they are in front of a teacher in a small group. The two teachers also have common planning time to plan lessons together and discuss student needs for the upcoming lessons. We will be looking at a number of data points to analyze how our students did in the co-taught classrooms as well as the students that were not in the co-taught classroom but at the third and fourth grade levels.

Foundations is a phonemic awareness, phonics, spelling and hand writing program that we have initiated in grades kindergarten through grade 2, and now added to our third grade. The training for grade three teachers took place over the summer. Teachers have worked together as a team along with Dr. Macklis, our Reading Specialist, to continue the teaching where second grade left off. Also, in grade three the practice of guided reading was brought in as part of our weekly balanced literacy approach. Guided reading is when a teacher meets with a small group of students to work on a skill or reading technique that the students need to continue their reading growth.

We have been able to increase our tier II supports this year, especially in grades three and four. Tier II supports are for students that need more teaching and practice to access classroom expectations and activities. The student might require assistance with one particular need or across several academic, social, emotional or behavioral areas. We focused on tier II supports this year in the areas of math and English language arts.

### **Final Thoughts**

We are very thankful to have such involved and active parents and families as part of our school community. Our parents not only volunteer their time in many ways (library, lunch/recess, classrooms, field trips, and activities) but also contribute and partner with the school through the Parent Teacher Organization (PTO) and the Carlisle Education

Foundation (CEF). Grants that are funded through these organizations supplement the educational experiences of our students, who learn and grow through outstanding programs such as those provided through cultural enrichment as well as benefit from direct classroom enhancements. Grants also supplement students' educational experiences by funding technology and supporting professional development for teachers.

Finally, we are very grateful for the continued support of the Carlisle community. The citizens of Carlisle graciously attend our school events, such as musical and play performances, the Spaghetti Supper, and sports competitions. The people of the Town provide the intellectual, emotional and the financial support necessary to continue the forward progress of our school. It is evident that Carlisle townspeople truly value what the faculty, staff and administration of our schools do every day, all of which contributes to make the Carlisle Public Schools an outstanding educational institution. Our students thrive and achieve as a result of this support, and we are very thankful to all.

David Model, School Committee Chair  
James F. O'Shea, Superintendent

School Committee Members:  
Joshua Kablotsky  
Mary Storrs  
Christine Lear  
Melynda Gambino

**Carlisle Public Schools  
Enrollment by Grade  
December 31, 2018**

<b>Grade</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
Pre-Kindergarten	8	6	14
Kindergarten	28	30	58
Grade 1	29	33	62
Grade 2	37	27	64
Grade 3	33	30	63
Grade 4	37	27	64
Grade 5	40	35	75
Grade 6	37	28	65
Grade 7	40	32	72
Grade 8	34	39	73
Out of District/ Services Only	4	5	9
<b>Total</b>	<b>324</b>	<b>287</b>	<b><u>611</u></b>

**Carlisle Public Schools  
Administration and Faculty List  
September 2018**

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Nancy Anderson	University of New Hampshire, B.S.	Assistant to the Superintendent	2003
Maya Bery	Wesleyan University, B.A. Simmons College M.L.S.	Library/Media Specialist	2013
Bethany Boglarski	Fitchburg State, B.A. Simmons College, M.S.	Special Educator	2003
Lynne Carmel	Castleton State College, B.S. Cambridge College, M.Ed.	Physical Education	1999
Amy Caron	Boston College, B.A. Fitchburg State College, M.Ed.	Grade 2	2003
Leanne Christmas	Syracuse University, B.S., M.S.	Speech & Language	2001
Jeffrey Clem	Springfield College, B.S. Framingham State, M.Ed.	Special Educator	2014
April Colson	Quinnipiac College, B.S. Florida International, M.S	Occupational Therapist	2005
Meghan Cox	University of Massachusetts, Lowell, B.A. University of Massachusetts, Lowell, M.A.	Grade 3	2017
Bradford Cranston	Bates College, B.A. Johns Hopkins, M.A.	Science	2006
Stephanie DeCoste	Rivier College, B.A. UMass Lowell, M.Ed.	Special Educator	2016
Marshall DeForest	University of Massachusetts	Grade 4	2014

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
	Amherst, B.A. & M.Ed.		
Christine Denaro	Bentley College, B.S. Lesley College, M.Ed.	Grade 5	2004
Marion Bernard Fisher	Boston College, M.A., M.B.A.	Psychologist	2018
David Flannery	Middlesex Community College	Supervisor, Buildings & Grounds	1975
Bridget Fleming	Simmons College, B.S., M.Ed.	BCBA	2018
William Gale, Jr.	Springfield College, B.S. Lesley College, M. Ed.	Mathematics	1997
Vanessa Gerade	University Of Massachusetts, B.A. Lesley University, M.A.	Grade 1	2004
Amanda Gilchrist	University of New Hampshire, B.A. Lesley University, M.Ed.	Grade 2	2012
Mimi Gleason	Middlebury College, B.A. Harvard University, M.Ed.	Grade 5	2008
Elizabeth Grady	University of Michigan, B.A, M.A.	Grade 3	2012
Cassandra Graham	St. Lawrence University, M.S. Boston College, M.Ed.	Grade 1	2000
Elizabeth Gray	Boston University, B.S. Penn State University, M.Ed.	English Language Arts	1998
Nicholas Greenwood	University of Massachusetts, B.A.	Technology Integration Specialist	2017
Michaela Hardimon	Middlebury College, B.A. Antioch New England, M.Ed.	Early Childhood	1998

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Kristy Hartono	Lesley University, B.S. Eastern Nazarene, M.Ed.	English Language Learner	2010
Cheryl Hay	University of Massachusetts, B.S. Fitchburg State, M.Ed.	English Language Arts	2006
Jeffrey Hechenbleikner	St. Michael's B.A. Salem State, M.Ed.	Psychologist	2014
Margaret Heigl	University of Massachusetts, B.S. Cambridge College, M.A.	Physical Education	1993
Shawna Horgan	Westfield State College, B.S. Fitchburg State College, M.Ed.	Grade 1	1999
Chiao Bin Huang	Chinese Cultural University, B.A. Emerson College, M.A.	Chinese	2005
Daniel Hunt	Bridgewater State College, B.A. American College of Education M.Ed.	Physical Education	2006
Frances Ingram	Straithclyde University, B.A. Lesley College, M.Ed.	Special Educator	2014
Kendra Katz	Eastern Nazarene, B.A. Mid-America Nazarene M.Ed.	Grade 4	2006
Michael Kilmartin	Springfield College, B.S. American International College, M.A.	Social Studies	2017
Emily King	Boston University, B.S. Lesley College, M.Ed.	Grade 4	2004
Rachel Levy	Institute of Art, B.A. State University of NY, M.A.	Art	2005
Jan Liebman	Southern Connecticut State,	Special	2017

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
	University B.A. Southern Connecticut State, B.S. King's College, London, M.A.	Educator	
Courtney Longaker	University of Massachusetts, B.A. Simmons College, M.S.	Art	1997
Kathi Macklis	George Washington, B.A, University of Pennsylvania, M.S. Boston University, Ed.D.	Literacy Specialist	2016
Kevin Maier	Manhattanville College, B.A., M.Ed.	Music	2009
Tracy Malone	Assumption College, B.A. Framingham State College, M.Ed.	Special Educator	2003
Caryl McCabe	University of Massachusetts, B.A. Rivier College, M.Ed.	Grade 4	2008
Matthew Mehler	University of Delaware, B.A. Northeastern University, M.Ed. Northeastern University, Ed.D.	Middle School Principal	2018
Angela Monke	Univ. of Massachusetts, B.A, M.A.	Music	1998
Jessica Montague	Regis College, B.A. Regis College, M.A.T.	Special Educator	2017
Cynthia Morris	Stonehill College, B.A. Lesley University, M.Ed.	Grade 3	2000
Taylor Murphy	Fairfield University, B.A. Nazareth College, M.S.	Social Studies	2016
Jason Naroff	Boston University, B.S. Lesley University, M.Ed.	Grade 5	2008
Aria Niemierko	UMass, B.A., M.Ed.	Grade 3	2010
James O'Shea	University of Massachusetts, B.A. Suffolk University, M.S.	Superintendent	2016

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Elizabeth Perry	Brandeis University, B.A. Potsdam State University, M.S.	Mathematics	1983
Marcella Pixley	Vassar College, A.B. University of Tennessee, M.A.	English Language Arts	2004
Jennifer Pray	Bridgewater State, B.S. Bridgewater State, M.Ed.	Special Educator	2007
Susan Pray	Framingham State, B.S.	Business Manager	1991
Jennifer Putnam	Mount Holyoke College, A.B. Simmons College, M.A.	Grade 5	1995
Kimberly Reid	State University of New York, B.A. Northeastern University, M.Ed.	School Psychologist	1995
Madeleine Riley	University of Massachusetts, B.A. Mount Holyoke College, M.A.	Special Educator	2017
Susan Ross	Ohio State University, B.S. University of Southern Cal., M.A	Occupational Therapist	1998
Jennifer Rowland	Stonehill College, B.S. Simmons College, M.Ed.	Special Educator	1999
Kathleen Rupprecht	Miami University, B.A. Northeastern, M.S.	School Psychologist	2009
Cynthia Samuels	Colorado State University, B.S. Emerson College, M.S.	Special Educator	1995
Suzanne Severy	University of Massachusetts, B.A. Lesley College, M.Ed.	Kindergarten	2000
Dennet Sidell	Gordon College, B.A. Lesley University, M.Ed. Nova Southeastern University, Ed.D	Elementary Principal	2012
Anne Spiegel	Merrimack College, B.S. Fitchburg State University, M.Ed.	Math	2017

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Wendy Stack	Muhlenberg College, B.S. Lesley College, M. Ed. Univ. of New Hampshire, M.S.	Science	1997
Andrea Steffek	University of Colorado, B.A. Tufts University, M.A.T.	Spanish	2001
Valerie Thomforde	University of New Hampshire, B.A. Holy Names University, M.A.	Music	2017
Linda Vanaria	Lesley University, B.A., M.Ed.	Grade 2	2007
Will Verbits	Flagler College, B.A. Gallaudet University, C.A.G.S.	Director of Student Serv.	2016
Lindsay Weston	Bridgewater State College, B.S. Framingham State University, M.Ed.	Kindergarten	2017
Heather White	Northwestern University, B.A. Syracuse University, M.S.	Speech & Language	1999
Lesley Yanka	Worcester State, B.Ed. & M.Ed.	Mathematics	2013
David Zuckerman	Occidental College, B.A. Tufts University, M.A.T.	Social Studies	1999

## **THE SCHOLARSHIP FUND OF CONCORD AND CARLISLE**

Executive Committee: Rebecca Britten ‘Bee’ Loprete - Chair, Travis Minor - Assistant Chair, Welles Hatch - Treasurer, Albert Powers - Assistant Treasurer, Elaine DiCicco - Secretary, Paul Ressler - Past Chair, Lucy V. Miller - Past Chair

Trustees: Kenneth Anderson - Associate Trustee, Dorothy Bean - Emerita Trustee, Edward Bernard - Associate Trustee, Hanna Bruno, Nick Carter, Jeanne DeTemple, Molly Q. Eberle, Devra Feshbach-Meriney, Janet Rhodes Friedman, David Gould - Emeritus Trustee, Julie Hagan, Danae Laura - Associate Trustee, Leah Levinger - Associate Trustee, Deb Mayerson, Tom Rutledge - Associate Trustee, Priscilla White Sturges

The Scholarship Fund of Concord and Carlisle (formerly known as the Concord-Carlisle Scholarship Fund) was established in 1966 to provide need-based grants to deserving young men and women from Concord or Carlisle to obtain additional educational opportunities after secondary school. The Fund is a tax-exempt charitable trust. Recipients must either live in or have attended school in either town.

The Scholarship Fund of Concord and Carlisle celebrated its 50<sup>th</sup> anniversary in 2016. Grateful for the continued support from the townspeople of Concord and Carlisle, we look forward to the next 50 years of supporting our young men and women who aspire to higher levels of education.

The Fund is administered by a 22-member volunteer board of trustees. Scholarships are financed through an annual appeal, a student-staffed phonathon, and by income generated from memorial gifts, bequests, and named funds. For more information about The Scholarship Fund, please see the website: [thescholarshipfundofcc.org](http://thescholarshipfundofcc.org)

In 2018, the trustees awarded \$213,170, supplemented by \$52,930 from The Scholarship Fund’s affiliated organizations, bringing the total to \$266,100 awarded to 68 high school seniors and in-college students. Since its inception, The Scholarship Fund has assisted over 1,400 students.

The Scholarship Fund of Concord and Carlisle Trustees are pleased to announce that the following students have been awarded scholarships for the 2018-2019 academic year.

- Scholarships marked with one asterisk are managed by The Scholarship Fund of Concord and Carlisle.
- The scholarships marked with two asterisks are managed by the Trustees of Town Donations of the Town of Concord.
- All other scholarships are managed by the named affiliate organization.

The Abby Memorial Scholarship\*  
Charles Israel

The Acton Toyota of Littleton Scholarship  
Sophie Fisher

The William W. Anderson Memorial Scholarship\*  
Robert Sanderson

The Janet Babb Memorial Scholarship\*  
Jessica Chin

The Bean Family Scholarship\*  
Charisse Stakutis

The Trudy Biernson Memorial Scholarship\*  
Ryan Baker

The Garden Club of Concord Scholarship  
Chloe Koval

The Kay Chambers Scholarship\*  
Zeba Malek

The Eleanor Winstanley Childs Memorial Scholarship\*  
Alex Hamel

The Class of 1962 John F. Donovan Scholarship\*  
Ryan Baker

The Concord Children's Center Scholarship  
Ryan Baker

The Concord Firefighters' Relief Association Scholarship  
Burke Hutchinson

The Concord High School/Concord-Carlisle High School Alumni  
Scholarship\*  
Aliya Huseni

The Concord Lions Club Scholarship  
Jasmil Santana  
Amanda Tong

The Concord Police Relief Association Scholarship  
Thomas Copland  
Savannah Kangas

The Concord Women's Club – Ruth Bullerwell Scholarship\*  
Alyssa Cucinotta

The Mary Connorton Memorial Scholarship\*  
Aliya Huseni

The Guido S. D'Asti Memorial Scholarship\*  
Jessica Chin

The Clair Day Memorial Scholarship\*  
Julia Jacobs

The Charles W. and Nancy I. Dee Memorial Scholarship\*  
Zeba Malek

The Joan M. and Norman E. Dee Scholarship\*  
Amanda Tong

The Elaine DiCicco Scholarship\*  
Johanna Murphy

The Guy P. and Teresa E. DiGiovanni Scholarship\*  
Laud Bosomprah-Bonsu

The Engel and Völkers Scholarship  
Sophie Fisher

The Charles Evans Scholarship\*  
Michael Burke

The John B. Finigan Memorial Scholarship\*  
Ryan Baker

The Wilson Flight Scholarship\*  
Liviya Kovacevic

The Essie Golden Scholarship\*  
Tashim Zene

The Bobby Gray Memorial Scholarship\*  
Charles Israel

The Margaret Haggerty Scholarship\*  
Olivia Maione

The Wells A. Hall Memorial Scholarship\*  
Willow Kangas

The Anthony Halls-Keenan Smith Scholarship\*  
Jaeden Scott-Massey

The Thomas Hart Memorial Scholarship\*  
Nancy Jin

The Christopher Hentchel - WIQH Scholarship\*  
Robert Sanderson

The Seitaro and Shina Ishihara Memorial Scholarship\*  
Aliya Huseni  
The Jiro and Tama Ishihara Memorial Scholarship\*  
Aliya Huseni

The Vinod Jalan Memorial Scholarship\*  
Amanda Tong

The Casper C. Jenney and Eleanor M. Jenney Memorial Scholarship\*  
Somil Teabo  
Amanda Tong

The Diane Kenneally Memorial Scholarship\*  
Amanda Tong

The Knights of Columbus Scholarship\*  
Johanna Murphy

The Sally Lanagan Memorial Scholarship\*  
Julia Jacobs

The Norton Levy Scholarship\*  
Julian Rojas Valvo

The Anthony (Tony) Logalbo Scholarship\*  
Tashim Zene

The Charles E. Manion, Jr. Memorial Scholarship\*  
Tashim Zene

The Adrian A. Martinez Memorial Scholarship\*  
Jacob Hamilton  
Lucy Jin  
Zeba Malek  
Jackson Moore

The Elizabeth A. Mattison Memorial Scholarship\*  
Sativa Unger-Laffin

The Elizabeth V. McAllister Memorial Scholarship\*  
**Somil Teabo**

The Mary F. McHugh Memorial Scholarship\*  
John Driscoll

The Dr. Barbara Schips Miller Scholarship\*  
Jasmil Santana

The Middlesex Savings Charitable Foundation Scholarship  
Burke Hutchinson

The Janet Gates Peckham Memorial Scholarship\*  
Ryan Baker

The Albert L. and June B. Powers Scholarship\*  
Jennifer Brown

The David Prifti Memorial Scholarship\*  
Sativa Unger-Laffin

The Katrina J. Przyjemski Memorial Scholarship\*  
Aliya Huseni

The Marguerite Purcell Memorial Scholarship\*  
Olivia Maione

The Nick Ressler Memorial Scholarship\*  
Burke Hutchinson

The Rivercrest – Deaconess – Newbury Court Scholarship  
Rose Piz

The Maura Roberts Memorial Scholarship\*  
Sativa Unger-Laffin

The Al Robichaud Scholarship\*  
Jurgens Michel, Jr.

The Rotary Club of Concord Scholarship  
Nicholas Gallant  
Jasmil Santana

The Rotary Club of Concord Interact Scholarship  
Alex Hamel

The Rotary Club of Concord William L. Eaton Memorial Scholarship  
Abigail Yamartino

The Rotary Club of Concord Richard L. Hale Scholarship  
Katherine Williams

The Rotary Club of Concord Thomas R. Huckins Memorial Scholarship  
Nicholas Wilbur

The Scholarship Fund of Concord and Carlisle Scholarship\*  
Zoe Blacquier  
Johanna Blake  
Gabriely Bowen  
Andrew Brown

Jennifer Brown  
Maire Callahan  
**Carly Chelton**  
**Richard Chelton**  
**Jeremy Chiang**  
Jessica Chin  
Anna Christiansen  
Timothy Collins  
Thomas Copland  
Alyssa Cuccinotta  
John Driscoll  
Julia Dunn  
Jack Fell  
Aiden Gerstmyer  
Alexandra Goulet  
Jovan Grant  
Justin Gray  
**Erika Hedden**  
John Hudson

Savannah Kangas  
Sophia Marsh  
Jurgens Michel, Jr  
Shannon Morahan  
Johanna Murphy  
Angela Ortiz  
Mitchell Palmer  
William Palmer  
Lillian Piz  
Rose Piz  
Charisse Stakutis  
Alexa Thomas  
Nicholas Wilbur  
Katherine Williams  
Abigail Yamartino  
Dante Zayas  
Joel Zayas

The Scholarship Fund of Concord and Carlisle Trustees' Scholarship\*  
Alyssa Cuccinotta

The James E. Shepherd Memorial Scholarship\*  
Nicholas Gallant

The Farnham W. Smith Memorial Scholarship\*  
Nancy Jin

The David S. Soleau Memorial Scholarship\*  
John Driscoll

The Maybeth F. Sonn Scholarship\*  
Julian Rojas Valvo

The Mark Teverovsky Memorial Scholarship\*  
Willow Kangas

The Jeanne A. Toombs Memorial Scholarship\*  
Willow Kangas

The Town of Concord Scholarships  
Aiden Gerstmyer  
Maxwell Morgan  
Rose Piz

The United Women's Club of Concord Scholarship

Charles Israel  
Chloe Koval  
Madison Seiss

The Video Revolution, Ralph and Ellie Grossi Scholarship\*  
Michael Burke

The Harvey Wheeler Memorial Scholarship\*  
Burke Hutchinson

The Doug White Memorial Scholarship\*  
Alex Hamel  
Chloe Koval

The Joyce Woodman Memorial Scholarship\*  
Tashim Zene

The Charles K. Yeremian Scholarship\*  
Burke Hutchinson

The Tameji and Chiyo Yoshimura Memorial Scholarship\*  
John Driscoll